



Name-TRISHALA GOGOI

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CAREER OBJECTIVE

Seeking to be associated with a challenging and dynamic environment in the field of Public Relations with an established progressive organization which can provide ample opportunities to apply ones knowledge and skill to actively work towards the growth of the organization.

EDUCATION

Qualification	Year	University/ Board	Percentage
Masters in Mass Communication & Journalism	2018-2020	Tezpur Central University	7.0 CGPA
Bachelor of Arts	2015-2018	Dibrugarh University	52%
Class XII	2015	AHSEC	70%
Class X	2013	SEBA	62%

WORK EXPERIENCE

1. **Organisation:** Value 360 Communications (Public Relations Organisation, New Delhi)

Designation: Worked as an intern in Client Servicing.

Duration: 6 weeks (10th June- 19th July, 2019)

Clients Handled: MG Hector, Realme, Zoomcar, Quickheal, Mindtree, Asus.

Nature of responsibilities:

- Served as an active member in Media Coverage Reporting.
- Played a key role in planning Coverage analysis Reports.
- Successfully drafted press notes, pitch notes and transcriptions for widely known clients.

- Made researches for Business development while pitching to an enterprise technology company.
2. **Organisation:** The Indian Awaz Foundation.
Designation: Worked as an intern in Public Relations Department.
Duration: 3 months (22nd June to 22nd September, 2020)
Nature of Responsibilities:
- Client Servicing.
 - Plan and execute campaign programs.
3. **Organisation:** Tezpur University Teaching and Learning Centre
Designation: Educational Content Writer
Duration: 3 months (15th of August to 15th of November)

PROJECTS AND WORKSHOPS

- Worked on Tezpur University Newsletter Project as a Content Writer.
- Completed an online course on Crisis Communications Oil and Gas Industry at Udeemy.
- Completed a workshop on Creative Advertisement by Sam Rufus (9th Oct-12th Oct, 18, 2018).
- Worked in a Project on All India Radio, Tezpur as a student participator (26th March).
- Worked in the Photography team at Tezpur University events.
- Worked in the Poster making team in NorthEast Youth Conclave held at Tezpur University 2019.
- Worked in the inhouse website management team as a Content Writer for Mass Communication and Journalism Department, Tezpur University.
- Completed a two weeks online course for Digital Marketing by Future Learn.

STRENGTHS

- Good at creativity and decision making.
- Focused and Enthusiastic.
- Pressure handling and Flexibility.
- Find positive ways to stimulate people.

SOFTWARE SKILLS

- Adobe Photoshop, Adobe Indesign, Adobe Flash, Adobe Illustrator.
- Proficiency in MS Office applications including Ms Excel, MS Access etc. and Internet.
- Social Media Handles.

PERSONAL DETAILS

- Date of Birth: 14/12/1997
- Language Proficiency: English, Hindi and Assamese
- Gender: Female
- Permanent Address: Ushapur, Moranhat, Dist-Charaideo, Pin- 785670

I hereby declare that all the information provided here are true to the best of my knowledge and belief.

Trishala Gogoi

03/09/2020