

ROLL NUMBER: P25700725**Nikita Khandu Chavan**

Female

DOB

25-Apr-1999

TECHNICAL SKILLS

- AutoCAD
- MS Office
- MS Project
- Primavera
- Screaming Frog
- Costx
- BIM Fundamentals
- Canva

PERMANENT ADDRESS

GANGOTRI APARTMENT, OMKAR COLONY, NEAR GANESH MANDIR, DANGE CHOWK, PUNE.
City: Pune
State: Maharashtra
Pincode: 411033

LANGUAGE

- MARATHI
- ENGLISH
- HINDI

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-ACM	NICMAR University, Pune	8.78	2027
Graduation	JSPM'S IMPERIAL COLLEGE OF ENGINEERING AND RESEARCH, WAGHOLI	71.9	2021-Jul
Diploma	DR. D.Y. PATIL PRATISHTHAN'S Y.B. PATIL POLYTECHNIC, AKURDI	81.82	2018-Jun
High School	MAHARASHTRA STATE BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION, PUNE	86.4	2015-Mar

WORK EXPERIENCE (2 Years 3 Months)**Clariwell Global Services**

06-Apr-2023 - 10-Nov-2023

0 Years, 7 Months, 4 Days**PROFILE:** Digital Marketing Executive

- Managed timeline and execution of multiple client projects simultaneously
- Performed weekly performance tracking and reporting to measure project progress
- Coordinated with design, content, and development teams to ensure timely task completion
- Conducted audits to identify gaps and improve project efficiency
- Monitored KPIs and prepared performance dashboards for clients
- Ensured process optimization and workflow improvement across projects

Futurism Technologies Pvt. Ltd.

20-Nov-2023 - 22-Jul-2025

1 Years, 8 Months, 2 Days**PROFILE:** Associate Digital Marketing Executive

A leading digital marketing agency specializing in providing innovative solutions to enhance businesses' online presence -

- Managed 5-6 digital marketing projects across industries, delivering weekly and monthly performance reports to track success metrics and ROI.
- Performed one-time website setup audits, addressing UI/UX issues, mobile and desktop responsiveness, and technical SEO errors to enhance site performance.
- Executed full B2C Shopify store setups, coordinated with developers for technical implementations, optimized product listings, and set up event tracking and account management for better sales and engagement tracking.
- Conducted in-depth competitor research and product analysis to refine SEO and advertising strategies.
- Conducted SEO audits and resolved technical issues using tools like Google Search Console (GSC), Google Analytics (GA4), SEMrush, and Screaming Frog, constantly working on improving organic traffic across all projects.
- Monitored, analyzed, and optimized Google Ads campaigns for 2 key websites, improving lead generation and maintaining a good ROAS through analysis of ad copies, keywords, search terms, placements, and event tracking.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 8 Weeks)**Sprng Energy Private Limited (Shell Group)**

04-May-2026 - 03-Jul-2026

8 Weeks**PROFILE:** Project Management Intern

Assisted the PMO in managing wind energy projects, including MIS work, scheduling, progress tracking, coordination with site teams, documentation, and monitoring project risks to ensure timely and efficient execution. Worked on Power BI dashboards and contracts as well.

ACHIEVEMENT DETAIL

- **Commendable Assistance Grant Scholarship (5% Fee Waiver)** awarded by **NICMAR University, Pune** for exceptional performance in the admission process.
- **NPTEL Elite Level Certificate** - Earned from **Ethics in Engineering Practice** (IIT Kharagpur) **60% Score**.
- Organizing Committee Member - **Co-Head of the Cultural Department** during the **2nd year of Engineering**. (My role involved planning events, delegating tasks, and ensuring smooth execution, which strengthened my leadership, organizational, and team management skills.)
- Distinguished as a Tuition Fee Waiver Scheme (**TFWS**) Scholar during Diploma, securing a **90% fee concession** for my merit-based honor reserved for top-ranking students for academic excellence.