

ROLL NUMBER: P25701092



Ms. Savitri Singh
Female

DOB

26-Sep-1997

TECHNICAL SKILLS

- Product Lifecycle Management (PLM)
- Technical Documentation- PDS SDS
- Risk Management
- MS Excel
- Power BI
- MSP & Primavera P6
- Microsoft Dynamics 365 Business Central

PERMANENT ADDRESS

E-102, D/D Nagar
City: Gwalior
State: Madhya Pradesh
Pincode: 474020

LANGUAGE

- ENGLISH

SUMMARY OF QUALIFICATION

Course / Programme	Board / University Name	CGPA/ (%)	Passing Year
MBA-APM	NICMAR University, Pune	7.47	2027
BBM <i>General</i>	GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY, NEW DELHI	84.2	2018-Aug
Intermediate	CENTRAL BOARD OF SECONDARY EDUCATION	72.8	2015-Apr
High School	CENTRAL BOARD OF SECONDARY EDUCATION	66.5	2013-Apr

TOTAL WORK EXPERIENCE: 42 month(s)

Driffle

15-Apr-2021 - 30-Nov-2023

2 Years, 7 Months, 15 Days

PROFILE: Marketing-Executive

- 1.Develop and implement marketing strategies and campaigns across channels (digital, social, email, events, etc.)
- 2.Conduct market research, identify target audiences, monitor trends and competitor activities
- 3.Create and proofread marketing content (e.g., copy for web, social, press releases)
- 4.Coordinate with internal teams (design, product, sales) and external stakeholders (agencies, vendors)
- 5.Monitor campaign performance, analyze metrics, and prepare reports for stakeholders
- 6.Manage budgets and ensure ROI-driven marketing spend

91 Squarefeet

01-Dec-2023 - 30-Oct-2024

0 Years, 10 Months, 29 Days

PROFILE: Marketing Executive

1. Conduct competitor analysis, market surveys, and customer profiling.
2. Identify new market opportunities and target audiences.
3. Design and implement marketing campaigns (online & offline).
4. Manage content for websites, social media, and promotional materials.
5. Collaborate with creative teams for ad design, brochures, and brand assets.
6. Run SEO, SEM, social media, and email marketing campaigns.
7. Track website traffic, engagement, and conversions using analytics tools.

INTERNSHIP / PROFESSIONAL TRAINING (Total Duration: 7 Weeks)

Spaceioplus

16-May-2026 - 10-Jul-2026

7 Weeks

PROFILE: Management Trainee

During my internship as a Management Trainee at Spaceio+. I was actively involved in the management and coordination of the STCS Office Space Interior Fit-out Turnkey Project at Kalkaji, New Delhi.

- Assisting the project team in planning, scheduling, and coordinating project activities.
- Supporting the Project Manager in monitoring project progress, timelines, and resource utilization.
- Coordinating with clients, consultants, contractors, and vendors to facilitate smooth project execution.

MBA-APM | MBA in Advanced Project Management

- Preparing and maintaining project documentation, including daily progress reports, meeting minutes, and status updates.
- Tracking material procurement, inventory, and delivery schedules to support uninterrupted site operations.
- Assisting in cost monitoring, quantity tracking, and project budgeting activities.
- Observing and supporting quality assurance and safety compliance during project execution.
- Participating in project review meetings and contributing to progress reporting and issue resolution.
- Gaining practical exposure to the complete project lifecycle, from planning and execution to project completion and handover.
- Demonstrating effective communication, teamwork, analytical thinking, and problem-solving skills while supporting the successful delivery of the project.

CERTIFICATION DETAIL

- Digital Marketing