

Lingamswamy.G

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Objective

Seeking a platform that can give me opportunities to apply my core skills & knowledge in order to attain both personal and organizational growth.

Personal Profile

- Over 1.7 year of experience in ePublishing industry of various Communication skills and Microsoft office platform
- Good communication and interpersonal skills and have ability to work both individually and as a part of the team. Flexible with excellent team coordination and presentation skills.
- Possess the ability to meet sensitive deadlines, manage time, and assume ownership of responsibilities.
- Excellent Analytical, Logical and Problem Solving skills.

Professional Skills

- Extensively worked on Microsoft office, InDesign and Dreamweaver.
- An efficient team player and proactive in communicating my ideas and solutions effectively to the team and implemented the same to arrive at the requirements to meet the deadlines.

Education

Course	Institution	University	Percentage	Year of passing
B.TECH	Dhruva Institute of Engineering College	Jawaharlal Nehru Technological University, Hyderabad	60	2015
INTER(MPC)	Sri Chaithanya Junior College	Board of Intermediate Education ,Govt of Telangana	62	2010
SSC	Mumtaz High School	Board of Secondary Education, Telangana	65	2008

Technical Skills

Languages : C, HTML, CSS

Packages/Tools : MS-OFFICE 2007, 2010, InDesign and Dreamweaver

Operating Systems : Windows Environments

Employment History

MedCrave Group	Web Analyst	Dec 2017 – July 2019
Business Sector: ePublishing		
<p>Environment: Microsoft office, Content Editing, Communicating with team, Creating web pages with HTML and CSS, Design and create PDF files using InDesign</p> <p>Project names: medcrave, medcraveeBooks, medcraveonline</p> <p>Description: At MedCrave Group I worked as a web analyst from December 02, 2017 at July 31, 2019. Add about your work. It is an open access publisher in that we publish original research papers which are related to journals. Medcrave publishing makes the final version of an article freely and permanently accessible for everyone, immediately after publication.</p> <p>Responsibilities</p> <ul style="list-style-type: none">• Create and export PDF document using InDesign application.• Create and upload HTML files in Dreamweaver.• Edit content and suggestions to team change their client article in PDF and HTML.• Update the pdfs and html files in our web application and excel sheet.• Communicating with team through emails.• Upload article and editors in ePublishing website.		

Key Areas & Strength

- Good Knowledge in Programming.
- Analytical, Intuitive, Communication and Comprehension.

Declaration

I hereby declare that the above given particulars are true to the best of my knowledge and belief.

(Lingamswamy.G)

Place: Hyderabad