

Devina Singh

Contact Information

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Professional Summary

I am a highly motivated and enthusiastic fresher with a strong academic background and a passion for learning and growth. Eager to contribute to a dynamic organization, I bring a positive attitude, excellent communication skills, and a willingness to take on new challenges. My goal is to leverage my skills in data analysis, critical thinking, problem solving and teamwork to make a meaningful impact while developing professionally. I am excited to join a team where I can learn, grow, and contribute to achieving organizational goals.

Education

Master of Science

Central University of Rajasthan

2013 - 2015

- **Percentage:** 71%
- **Relevant Coursework:** microbial genetics, microbial physiology, food microbiology and statistics.
- Conducted in-depth research on “Decolorization and detoxification of malachite green by bacterial strains isolated from dye and textile industry effluents” enhancing my analytical and problem-solving skills.
- Collaborated with peers on group projects, improving teamwork and communication abilities.

Bachelor of Science

Shri Bhawani Niketan Girls College, Jaipur

2011 - 2013

- **Percentage:** 71%
- **Relevant Coursework:** Zoology, Botany and Chemistry.
- Actively participated in college events and extracurricular activities, developing leadership and organizational skills.

- Volunteered for Traffic awareness programme, Swatch Bharat Abhiyan (Mundoti village).
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Experience

Private Tutor

Self-Employed

2015 - Present

- Tutored students from 6th to 10th grade in all subjects, helping them improve their academic performance and confidence.
 - Designed personalized lesson plans tailored to individual learning styles, resulting in an average grade improvement of 20%.
 - Conducted regular assessments to track student progress and adjusted teaching methods accordingly.
 - Improved communication and interpersonal skills by working closely with students and parents to address academic challenges.
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Skills

Technical Skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).
- Basic understanding of social media analytics and digital marketing tools.
- Familiar with Jira, Balsamic, Azure, Tableau, SQL.

Soft Skills

- Strong communication and interpersonal skills.
 - Excellent time management and organizational abilities.
 - Adaptability and eagerness to learn new skills.
 - Team player with a positive attitude and strong work ethic.
 - Problem-solving and critical thinking skills developed through academic projects and tutoring.
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Projects

Academic Research Project

Central University of Rajasthan

2014 - 2015

- Conducted research on decolorization and detoxification of MG by bacterial strains isolated from dye and textile industry effluents.
- Analyzed data and presented findings in a detailed report, improving my analytical and presentation skills.
- Collaborated with peers to gather data and draw conclusions, enhancing teamwork and communication.

Personal Project: Social Media Analytics

2023

- Explored social media platforms to analyze trends and engagement metrics.
 - Created a basic report on Impact of influencers on fashion trends.
 - Gained a foundational understanding of digital marketing and analytics tools.
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Achievements

- Consistently achieved high grades in both Bachelor's and Master's programs, demonstrating dedication and academic excellence.
 - Successfully tutored over 85 students, helping them achieve significant academic improvement.
 - Actively participated in inter department volleyball competition during college.
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Volunteer Work

Community Volunteer

Local NGO, Jaipur

2014 - 2015

- Assisted in organizing community events and educational workshops.
 - Helped teach basic literacy and numeracy skills to underprivileged children.
 - Developed empathy, patience, and a sense of social responsibility through volunteer work.
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Hobbies & Interests

- **Drawing:** Passionate about sketching and creative arts, which helps me think creatively and stay focused.
- **Music:** Enjoy singing and listening to music, which helps me relax and stay motivated.

- **Sports:** Actively participate in volleyball, basketball and badminton fostering teamwork and discipline.
- **Reading:** Avid reader of Mystery, Narrative, history and self-help books which enhances my knowledge and critical thinking.