**CURRICULUM VITAE**

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**CHITTARANJAN ROUT**

**AT- RM Nagar, Tinigharia**

**PO- Nayabazar**

**Dist- Cuttack, Odisha**

**E-mail:chittarout.pt@gmail.com**

**Mobile: 8480512243**

**Educational Qualifications:**

**BSc in Zoology (Hons)**

* First Class Hons. in Distinction (2007)

**ICWAI (Costing) in Inter**

* Proficient in using Tally ERP 9 for accounting, inventory, and invoicing
* Excellent organizational, communication, and problem-solving skills

**Key Skills:**

* Content writing
* Translation (E-learning content)
* Proofreading
* SEO friendly blog writing
* MS Office, Tally

**Working Experience:**

**Educational Tutor**

* 9 years of teaching experiences (Coaching Centre)

**Project Trainee (E-learning Platform)**

* OKCL, Bhubaneswar | September 2019 - October 2020
* Assisted in the development of user-friendly and efficient content for the e-learning platform
* Collaborated with other departments to ensure the successful alignment of project goals and objectives

**Content Writer**

* Freelancer | November 2020 - Present
* Wrote SEO friendly articles to boost website traffic
* Researched and wrote engaging content on various topics

**Personal Profile:**

Name                           :    Chittaranjan Rout

Father’s Name             :    Purna Chandra Rout

Sex            :    Male

Marital Status        :    Married

Nationality        :   Indian

Phone No                    :    +91-8480512243

E-mail Id : chittarout.pt@gmail.com

Date of Birth               :    22-12-1986

**Declaration:**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.

**Place:** Cuttack                                                                            **Chittaranjan Rout**

**Date:** 15th Aug., 2023