

# PALLABI BURAGOHAIN

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## WORK EXPERIENCE

### 1. Exclusive Advertising Pvt. Ltd., Guwahati

CONTENT MANAGER & TRANSLATOR

September 2019 - Present

*Social media management, copywriting and translation (English – Assamese) for Press Ads, Digital Ads, Radio Jingles, TVC/Video scripts, Hoardings and other collateral.*

### 2. The Sentinel – Digital Desk, Guwahati

CONTENT WRITER

July 2017 – August 2019

*News Writing, Article Writing, Video Script Writing and News Translation.*

### 3. Zakti Media Services, Guwahati

CONTENT WRITER & EDITOR

December 2014 – September 2015

*Writing and editing news articles on current affairs, under on Art and Culture, Reviews, Business, Sports, Technology and World News.*

### 4. Doordarshan, Guwahati

PROGRAMME PRODUCTION ASSISTANT

November 2010 – February 2012

*Scriptwriting, Programme production & Letter Drafting.*

### 5. Momentum Software (KPO), Delhi

CONTENT WRITER AND EDITOR

February 2009 - September 2010

*Article writing on loans, gadgets, cars, travel & tourism*

### 6. Impetus Technologies (KPO), Delhi

CONTENT DEVELOPER AND WRITER

April 2008 - January 2009

*Article writing on loans, electronics and gadgets*

### 7. Yukti Infomedia (KPO), Delhi

CONTENT WRITER

July 2007 - March 2008

*Article writing on gadgets, electronics, rare coins, holiday destinations, holiday homes and games.*

## **FREELANCE ROLES**

### **TRANSLATOR**

English to Assamese and vice-versa (2012 - Present)

### **Good Times - English Monthly Magazine**

FREELANCE FEATURE WRITER (2017-2019)

### **Career Launcher Coaching Institute**

ENGLISH & REASONING FACULTY (PART-TIME) (2014-2016)

### **The Telegraph- English Daily from Guwahati**

BOOK REVIEWER (2010-2015)

## **ACADEMIC QUALIFICATIONS**

### **Diploma in Creative Writing & Translation Studies**

Gauhati University (2013)

### **Masters in Mass Communication**

Guru Jambheshwar University, Haryana (2006-2008)

### **Bachelor of Arts (English Honours)**

Gauhati University (2003-2006)

### **Higher Secondary (AHSEC)**

Ascent Academy Junior College (2001-2003)

## **CORE SKILLS**

Content/Copy Writing & Translation,  
Social Media Management

## **CERTIFICATIONS**

**Google Digital – Fundamentals of Digital  
Marketing** (ONGOING)

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## **REFERENCE**

### **Mr. Parvez Jalal**

Director – Strategy & Content, Exclusive Advertising Pvt. Ltd.

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