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# SAURAV POUDEL

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## EDUCATION

**University of Louisiana at Monroe** - *Computer Science*  
2024 - 2025

## EXPERIENCE

**Bajeko Sekuwa, Nepal** - *Digital Marketing / HR Internship*  
Jan 2024 - Apr 2024

- Managed social media platforms (Facebook, Instagram, etc.) with a focus on content creation, scheduling, and analytics.
- Optimized website and social media traffic using SEO and SEM best practices.
- Collaborated with design and content teams to produce engaging marketing materials
- Accurately entered and updated data in company databases and spreadsheets.
- Maintained organized digital and physical filing systems for easy retrieval of information.

## SKILLS

- Adobe Photoshop, Adobe Illustrator, Canva, Capcut, Wordpress, Html, CSS, JavaScript, Ms Word, Ms Excel, Ms Powerpoint, Python
- Team Collaboration, Problem-Solving, Adaptability, Customer Service Orientation, Work Ethic, Attention to Detail, Emotional Intelligence, Positive Attitude.