



SRIJITA CHAKRABORTY

PROFILE

I am a responsible and dedicated employee seeking a role that allows me to grow personally and professionally while contributing to organizational success. I am committed to continuous learning, accountability, and delivering results through collaboration and initiative.

PHONE:

9903008745

EMAIL:

Chaksri10@gmail.com

Languages:

English, Hindi, Bengali

Address:

1, Seth Bagan Place Kolkata- 700030

DOB:

13.05.2000

Strength:

Hardworking, sincere, attentive, and goal-oriented
Resourceful, tech-fluent, with creative and critical thinking
Adaptable, patient, eager to learn, and effective both independently and in teams

CO-CURRICULAR ACTIVITIES:

Art and Craft
Dancing (Certified from Bangiya Sangeet Kala Kendra till 5th year)
Singing (Certified from Pracheen Kala Kendra till 4th year)
Photography.

INTERNSHIPS/WORK EXPERIENCE

Freelance [Ghost-Writer]

Aug – Nov 2025
-Hybrid Ghostwriting
-Developed a concept book on AI

Wonkru Media [Content Writing]

2022 - 2023
- Content research
- Content development
- Optimized SEO content
- Technical how-to guides:
Gaming terminologies, Guides, Listicles, AI content

Researchblaze Internship program [Content Writing]

Aug – Oct 2021
- Content research and development
- Optimized SEO content
- Covering current affairs in pop culture, celebrity news, and technical products

EDUCATION

Sarojini Naidu College for Women (WBSU)

2025
Masters of Arts (English)
62.16%

Maharaja Manindra Chandra College (University of Calcutta)

2022
Bachelor of Arts (English Honours)
5.661/57.46%

Indira Gandhi Memorial High School (CBSE)

2019
AISSCE (Higher Secondary)
7.1/67.25%

Indira Gandhi Memorial High School (CBSE)

2017
SSE (Secondary)
7.4/70.3%

SKILLS

Computer Literate.
Good Communication skills (Written, Oral)
Keyword SEO.
Research and Content Development.
Creative Writing, Blogging.
Organizational skills.
Technical Writing