

# Shivam Saini

Web Developer | Digital Operations Specialist | Executive at Teach to India Publication | MCA Student

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## Profiles

[Shivam-2807](#)

[shivamsaini2807](#)

## Summary

**Creative and detail-oriented IT professional** pursuing a Master of Computer Applications (MCA) with strong skills in web design, logo and poster designing, and website development using HTML, CSS, and JavaScript. Completed an 11-month internship leading to a full-time role at [TeachToIndia.com](#), contributing to digital operations, technical support, and team management. Certified in cybersecurity through the DROP Certified Security Course (DCSC). **Consistently recognized for fast learning and independent work**, delivering results quickly after minimal guidance. Effective team leader with demonstrated project coordination skills and a track record of delivering high-quality digital solutions.

## Experience

### PANWAR AVOCADO TECH PLC

Web & Digital Marketing Intern

Sep 2024 - Aug 2025

Addis Ababa, Ethiopia

<https://teachtoindia.com/>

- **Designed and developed** 5+ dynamic websites using WordPress, integrating plugins to improve functionality and boost user engagement by 20%.
- **Created** 10+ visually cohesive logos and marketing graphics, strengthening brand identity and improving campaign recognition.
- **Optimized** website SEO and **supported** digital marketing initiatives, increasing online visibility and traffic by 15%.
- **Managed** accurate data entry of 1,000+ records and **generated** detailed Excel-based reports, improving operational efficiency by 25%.
- **Utilized** AI tools for prompt-based content generation, reducing content creation time by 30% while maintaining quality.
- **Led** a 4-member team to coordinate project workflows, achieving 100% on-time delivery and enhancing team productivity by 20%.

### Anarus

Data Entry Specialist

May 2025 - July 2025

Eden Prairie, Minnesota, United States

<https://anarus.com/>

- **Processed and managed** large datasets of 5,000+ records with 99% accuracy, ensuring data integrity through meticulous verification and cleanup.
- **Utilized** Microsoft Excel for advanced sorting, filtering, and basic report generation, supporting operational decision-making and reducing data handling time by 20%.
- **Collaborated** with a 52+ member team to consistently meet or exceed daily/weekly processing targets, achieving up to 110% of performance goals.

### Teach To India Publication

Executive – Digital & Technical Operations

Aug 2025 - Present

Saharanpur, U.P., 247001

<https://teachtoindia.com/>

*Promoted from an 11-month internship to a full-time role in recognition of strong performance and rapid learning.*

- **Managed** end-to-end IT support, digital content creation, website coordination, and pre-press tasks, ensuring 100% adherence to operational deadlines.
- **Executed** technical and digital operations with 99% accuracy, improving efficiency by 15% through optimized workflows.
- **Maintained** confidentiality of sensitive information and **implemented** best-practice data security measures, preventing data breaches.
- **Coordinated** 10+ cross-functional projects between technical, creative, and management teams, streamlining communication and reducing delivery time by 20%.

## Education

### Central Board of Secondary Education

KLG Public School, Near Sagar Ratna, Ambala Rd, Ram Nagar, Saharanpur, Uttar Pradesh 247001

2020

10

### Central Board of Secondary Education

KLG Public School, Near Sagar Ratna, Ambala Rd, Ram Nagar, Saharanpur, Uttar Pradesh 247001

2022

10+2

Commerce With Computer Science

### Shobhit University, Gangoh Saharanpur

Vijendra Marg Gangoh, Distt.- Saharanpur, Uttar Pradesh - 247341

2022 - 2025

Bachelor of Computer Applications (BCA)

<https://sug.ac.in/>

### Shobhit University, Gangoh Saharanpur

Vijendra Marg Gangoh, Distt.- Saharanpur, Uttar Pradesh - 247341

2025 - 2027

Master of Computer Applications (MCA)

<https://sug.ac.in/>

<b>Skills</b>	<b>Wordpress</b> Skilled in intermediate-level website design, plugin integration, and theme customization. ●●●●○	<b>Logo Design</b> Skilled in creating clean, memorable logos using tool like Canva. ●●●●●	<b>Data Specialist</b> Experienced in collecting, cleaning, and analyzing datasets to support business decisions. Skilled in transforming raw data into actionable insights ●●●●○	<b>Web Development</b> Basic knowledge of HTML, CSS, JavaScript, responsive design (Bootstrap/Tailwind), and Git & GitHub. ●●○○○
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<b>Projects</b>	<b>HealthMate</b> <span style="float: right;">2024</span> <a href="https://healthmate.tayarinow.in/">https://healthmate.tayarinow.in/</a> Developed efficient health web application using HTML, CSS, PHP, and SQL. Enabled tracking of health metrics, goal setting, and delivery of personalized wellness tips. Integrated PHP-driven dynamic content with SQL-based secure data storage for login, registration, and input functions. Ensured responsive design for seamless usability across devices.
	<b>Auragaint.com</b> <span style="float: right;">2025</span> E-commerce Website <a href="https://www.auragaint.com/">https://www.auragaint.com/</a> <ul style="list-style-type: none"> <li>Developed a complete e-commerce website for a T-shirt clothing brand using <b>core PHP, HTML, CSS, JavaScript, and MySQL</b>.</li> <li>Built custom modules for <b>user registration, product listing, cart, checkout, and order tracking</b>.</li> <li>Integrated <b>PayU payment gateway</b> using secure PHP APIs for online transactions.</li> <li>Designed responsive UI from scratch with a focus on <b>clean UX and fast loading</b>.</li> <li>Implemented <b>admin panel</b> for managing products, users, orders, and reports.</li> <li>Applied <b>basic SEO techniques</b> for better visibility and search indexing.</li> </ul> Core PHP, HTML5 / CSS3, JavaScript, PayU Payment Integration, Responsive Web Design

<b>Certifications</b>	<b>Shivam Saini</b> <span style="float: right;">08 May 2025</span> DROP Certified Security Course (DCSC) Successfully completed the DCSC, demonstrating strong performance in cybersecurity fundamentals and practices. Recognized for appreciable performance by the issuing organization.
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<b>Interests</b>	<b>Search Engine Optimization (SEO)</b>	<b>Logo Designing</b>	<b>Learning Emerging Technologies</b>	<b>Reading about Cybersecurity and Tech Innovations</b>	<b>Exploring UI/UX Design Principles</b>
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<b>Volunteering</b>	<b>Government High School, Sabdalpur (Saharanpur)</b> <span style="float: right;">24 May 2025</span> Computer Literacy Volunteer <ul style="list-style-type: none"> <li>Conducted a one-day workshop to teach <b>basic computer operations</b> to school students.</li> <li>Covered topics such as MS Paint, Notepad, typing, and computer hardware basics.</li> <li>Helped promote digital awareness and interest in technology among rural students.</li> </ul>
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