



KANCHAN BISWAS

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WORK EXPERIENCE

Technical Content Engineer

Technosoft Engineering Projects Limited
May 2021 to Present

- Developing Technical Content
- Understanding needs of the client
- Data mining, data extraction, data scraping and mapping data
- Optimizing search engine by assigning unique Templates (technical keywords)
- Using software tools for data management
- Using Ms-Excel for data sorting and data formatting

Content Writer/Creator

Speak-Up Nation
December 2020 to Present

- Creating content for blog posts, social media, press releases, and other platforms.
- Research industry-related topics (combining online sources, interviews and studies)
- Keep track of latest developments and come up with new topics for contents

EDUCATIONAL BACKGROUND

DR. BABASAHEB AMBEDKAR TECHNOLOGICAL UNIVERSITY

Lonere, Raigad
Bachelors of Technology 2020
CGPA: 7.75

INDRA COLLEGE OF ARTS AND SCIENCES,

Chandrapur
Higher Secondary Certificate, 2016
65% | MHCET: 94

PROFESSIONAL SUMMARY

Strong technical writer with 2 years of experience in cataloging, managing and writing technical content. Hands-on experience in writing technical manuals for websites and catalogs. Sound knowledge of product and process documentation.

SKILLS & PROFICIENCIES

- Technical Writing
 - Editing for style
 - Proofreading / grammar checking
 - Research & fact-checking
 - Target readership analysis
 - Creating proper tonality and level
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TECHNOLOGY SUMMARY

- Windows & Mac OS Platforms
- MS Office (Word, PowerPoint, Excel)
- AutoCAD
- Infographics tools & software (Canva, illustrator, IBIS)