

Mrinalini Khattar

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EXPERIENCE

Tripoto Travels Pvt. Ltd., New Delhi – Editor

March 2019 - Present

Editor and team lead at the travel company, coordinating between several freelancers and an in-house team to produce and edit daily content. Reviewed ideas for stories and campaigns, commissioned stories, created writing templates to streamline the process while keeping pace with the digital industry standards.

India Today, Film City, Noida – Editorial Consultant

September 2017 - November 2017; September 2018

Worked on the Diwali Issue of India Today HOME. Wrote six bylines. Worked for SIMPLY, which is their city magazine. Profiled 6 out of '50 Powerful Women Under 50' for India Today WOMAN.

Poshtick, New Delhi – Content Manager

September 2016 - November 2016

Created, edited and managed content for the health food company.

Leaping Caravan, Gurugram – Social Media and Content Manager

April 2016 - September 2016

Handled the food delivery company's Facebook, Twitter and Instagram feed. Made creatives from scratch.

Eazydiner, Gurugram – Assistant Manager of Content

July 2014 - September 2015

Founding team member. Set up the Delhi and Mumbai offices. Reviewed restaurants. Lead my team through the challenges of the startup.

Afternoon Despatch & Courier, Mumbai – Intern

April 2014 - May 2014

Worked as a Reporter and Sub-Editor. Wrote four bylines in my first week of work.

SKILLS

Resilience
Attention to detail
Empathy
Project Management
Trained to work with
Microsoft Office Suite and
Google Drive

ACCOLADES

Head of Debate Society and
Creative Writing Society at
Kamala Nehru College

EDUCATION

Faculty of Arts, University of Delhi — *M.A. Philosophy*

2016 - 2018

Passed with First Division

Xavier School of Communications, Mumbai — *P.G. Diploma in Journalism and Mass Communication*

2013 - 2014

Highest contribution as a writer for their online magazine. Received distinction in Online Journalism and New Media as well as Non-Fiction Writing

Kamala Nehru College, University of Delhi — *B.A. (Hons.) English*

2011-2013

Passed with 53.6%

Convent of Jesus & Mary, New Delhi

SSCE (CBSE) – 75% In the year 2010 (With Distinction in English, Economics and Chemistry)

SSE (CBSE) – 87% In the year 2008 (With Distinction in all five subjects)

PROJECTS

Oversaw collaborative content creation projects for tourism boards and companies such as Visit Abu Dhabi, Singapore Tourism, Airbnb, KitKat and Royal Enfield.

Assisted in the launch of EazyDiner in Mumbai after successfully launching in Delhi. Headed the EazyDiner Mumbai project in Content.

Completed research paper on Lady Gaga as a postmodern pop-cultural icon as a part of my curriculum at the Xavier Institute. I studied the impact she created on social media.