

Muskaan Sethi

Debater, Content Creation, Artist

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EDUCATION

Jawaharlal Nehru University, New Delhi —Master's

DEC 2021- Present

Master of Arts, International Relations and Area Studies

SKILLS

MS-Office

Prezi

Canva

Cross-functional
communications

Relevant Organizational
skills with segregating and
organizing hard copy
materials and computer files

Bharat Ratna Babasaheb Ambedkar University, New Delhi — Bachelor of Arts

August 2018 - December 2021

-**Majors:** Global Political Economy, Urbanization and Law

-**Scholarship:** School of Global Affairs, *Semester Merit Scholarship Holder*
(2018-2021, 6 semesters)

- **Debating:** *Core Member*, Debating Society

Participated in numerous Model United Nations Conferences, *presented* and *collaborated with delegates* to formulate *white papers and thematic papers*

-**Workshops:** Participated and executed a *design for innovative education materials for primary classes* in *Design Thinking workshop* conducted under *Impact Week* in association with *Ambedkar Innovative Incubation Center and Lufthansa*

EXPERIENCE

ASSOCHAM & Ministry of Tribal Affairs , New Delhi— Junior Content Writer

November 2021 - December 2021

Worked directly under the *Assistant Secretary General* of ASSOCHAM

Compiled content for *Press Notes, Social Media Posts and e-Booklet* for *Iconic Week* covered under *Ministry of Tribal Affairs*

Segregated 200+ twitter and instagram posts for e- Booklet

Copy-edited press releases for *Press Information Bureau*

AWARDS

Semester Merit Scholarship-
(2018-2021)

Secretary General's Best
Delegate, Jaipuria MUN Noida

Certifications

Design Thinking, Impact Week

*MOOC Course on Child
Deprivation of Liberty and
Human Rights, Global Campus of
Human Rights*

*Teaching English as Second
Language/ Foreign Language
(TESOL/TEFL), Asian College of
Teachers*

Liaised with United Nations consultants and Under Secretary for Ministry of Tribal Affairs

LANGUAGES

Pariivartan Institute, New Delhi — Social Science Tutor

January 2021 - April 2021

Tutored students for class Xth board exams

Hindi (Native)

English (Professional)

Project CLAP, New Delhi — Executive Member

October 2020 - April 2021

Worked under **SDG 3**, Good Health and Well-Being

Increased social media visibility by 15% through creating **content** and directing projects with SDG 3 team for **social media posts on Disability Day, Organ Donation, Anemia, Vaccination Awareness**

Communicated with executive head for **Organ for Life** and worked in collaboration for organ donation project

Managed volunteers and **directed** their research for **collaboration project with IMBUE**

PROJECTS

Academic Projects

Presenter: worked in group for poster presentation on the topic **Right to Health** for Introduction to Health, Medicine and Society

Presented: individual **Project Report** on Feasibility of Business in Netherlands for Business in Globalized World and prepared a strategic plan through **SWOT analysis for scope of expansion of Oracle company in Netherlands**

Research: Conducted surveys and interviews and summarized data on the topic **Undervalued Contributions of Refugees**, focusing on **Tibetan Refugees** in New Delhi for Knowing the City

Volunteered: for creating Presentation on **Understanding the Draft Delhi Master Plan 2041** conducted by WIEGO (Women in Informal Employment: Globalizing and Organizing)