

NIKITA SHARMA

SOCIAL MEDIA MANAGER

PROFILE

I have over 5+ years of experience in design and development. My expertise covers multiple departments, including graphic design, web design, project management, and social media. I've led teams, managed creative projects, and ensured smooth and timely delivery across these departments. I'm passionate about creating impactful designs and driving meaningful results.

WORK EXPERIENCE

Gopesh Furniture, Jaipur | August 2025 – Present

Social Media Manager

Managed social media content, design, and regular posting. Created creatives and reels with boosting to improve reach and visibility. Used AI tools and maintained brand consistency with team coordination.

Klarity Xpert, Jaipur | July 2024 – July 2025

Senior Manager

Working as a Senior Manager, handling design and website projects from planning to final delivery. Leading design and development teams and managing daily workflows. Actively involved in website design and management using WordPress, with hands-on experience in Odoo and Shopify across different types of websites and business categories. Handling social media design and coordination to maintain brand consistency across platforms. Involved in video editing to support digital content needs. Reviewing work, coordinating with teams, and ensuring quality, timelines, and smooth communication across departments.

Klarity Xpert, Jaipur | June 2022 – June 2024

Senior Graphic Designer

Worked as a Senior Graphic Designer, handling brand design and visual creatives. Designed logos, posters, brochures, flyers, banners, and marketing creatives for print and digital use. Created social media creatives and managed visual content while maintaining brand consistency. Also worked on laser cutting designs as per project requirements. Guided junior designers, reviewed their work, and ensured quality standards. Coordinated with the team to deliver creative work on time.

Jaipur Global Services, Jaipur | January 2021 – June 2022

Graphic Designer

Worked as a Junior Graphic Designer and handled product image designing and editing for e-commerce platforms like Amazon. Created product creatives, banners, and basic marketing visuals. Designed A+ content and helped in Amazon store layout design. Supported the senior design team with daily design tasks and ensured images matched brand and platform guidelines.

EDUCATION

RAJASTHAN UNIVERSITY

- B.A. (Bachelor of Arts) (2019)
- M.A. (Master of Arts) in Political Science (2021)

TECHNICAL TOOLS

- Adobe Photoshop
- Adobe Illustrator
- CorelDRAW
- Canva
- WordPress
- Shopify
- Odoo
- Microsoft Office Suite (Word, Excel, PowerPoint)

CORE SKILLS

- Managing teams and daily work
- Planning tasks and tracking progress
- Handling design and website projects
- Checking quality and keeping brand consistency
- Coordinating with different teams
- Managing deadlines and priorities
- Handling social media work

CONTACT

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