



ISA KHEDWAL

PROJECT COORDINATOR

CONTACT ME AT

📍 Mumbai, Maharashtra.
Pin- 400059

✉ ikhedwal@gmail.com

🌐 <https://www.linkedin.com/in/isa-khedwal-9696681b7/>

SKILLS SUMMARY

Project Management

Technology Savy

Managing deadlines and
work flow

Skilled in time
management

Process Improvement

PERSONAL PROFILE

Strong communication and interpersonal skills. Efficient multitasking and organisational skills. Eager to contribute to team success through hardwork, attention to detail and problem solving abilities.

WORK EXPERIENCE

Project Coordinator

Bangalore | June 2021 - present

- Conduct day-to-day project coordination, planning, and implementation of project
- Detail oriented, to ensure timely completion of each project.
- Negotiation skills

EDUCATIONAL HISTORY

Indian Institute of Journalism and New Media

Post Graduation- Broadcast Journalism and Documentary |
Jun2020 - Jun 2021

Wilson College

Bachelor of Arts: English Literature| 2017 - 2020