

Kiran Serolla

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CAREER PROFILE

A tech-savvy professional with a strong foundation in web development, digital marketing, and IT, bringing expertise in creating and optimizing websites for enhanced online presence. Adept at customer service, technical support, and cross-cultural communication. Currently working at the Indian Embassy in the consular department, handling application processing and customer inquiries.

SKILLS

- **Web Development:** WordPress, HTML, CSS, JavaScript, PHP
- **Digital Marketing:** SEO, Social Media Marketing, Google Ads, Content Strategy
- **Frontend Development:** React.js, Next.js, Bootstrap, SASS
- **Backend Development:** Node.js, Express.js, MySQL, MongoDB
- **Cloud Services:** AWS, Azure
- **Other:** GitHub, GIT, Docker, Storybook, Postman

WORK EXPERIENCE

Indian Embassy - Passport & Visa Department

Reception & Processing Officer | [Sep 2024-Present]

- Reception and processing of applications for passports and visas.
- Handling inquiries via phone and in person regarding visa and passport procedures.
- Ensuring accurate data entry and record-keeping for applications.

Freelance WordPress Developer & Digital Marketer

Self-Employed | [Dec 2024-Present]

- Designing and developing WordPress websites with optimized UX/UI.
- Implementing SEO strategies to improve website ranking.
- Managing social media campaigns and digital advertisements.
- Creating content strategies to enhance brand visibility.

Teaching Assistant (Volunteer)

ReDI School of Digital Integration, Denmark | 09/2023-12/2023

- Assisted in teaching the Digital Beginner2 course for IT jobs.
- Guided students in setting up and using email, Google Drive, Docs, Calendar, Meet.
- Support for CV writing, job applications, Slack, and LinkedIn usage.

Freelance Translator

Mayas Tolkeservice Denmark | 07/2023-Present

- Providing telephonic and in-person translation services.
- Translating between Danish, Telugu, Hindi, and English in various settings, including schools and hospitals.

Full Stack Developer Intern

Our Only Home Aps Denmark | 10/2022-01/2023

- Worked with Next.js, MySQL, and Knex.js to develop web applications.
- Optimized features based on UX team feedback.
- Collaborated via Slack, Trello, and GitHub to create a networking platform for NGOs.

COURSES & EDUCATION

Cloud Computing Fundamentals (experts from Microsoft) || 12-week course || 2023, Denmark

- Fundamentals of Azure Technology, governance, resource and services, data, AI & IoT, networking, operational and management tooling, security and DevOps.

Dotnet masterclass || 8-week Masterclass || [GitHub](#) || 2023, Denmark

- C#, .Net and ASP.Net core with a focus on connecting to databases to retrieve and manipulate data.

AWS Cloud Practitioner essentials || 6-week Masterclass || [GitHub](#) || 2022, Denmark

- Technologies: AWS Lambda Functions (Compute), Amazon Simple Storage Service or S3 (Storage), Amazon DynamoDB (Databases), Amazon EventBridge and AWS Step Functions (Orchestration).
- Built a serverless application from scratch using AWS services.

Hack Your Future || [Final Project](#) || 34-week coding bootcamp || 2021, Denmark

Technologies: HTML, CSS, Javascript, MySql, React, Node js, Knex Js

JNTU (GNITS) || Bachelors in Computer Science and IT || 2002, India

LANGUAGES

- English (Fluent)
- Danish (Fluent)
- Telugu (Native)
- Hindi (Native)

References: Available on request