

## **Professional Summary**

A Dynamic and versatile academic writer with a proven track record of delivering high-quality, client-focused content across various domains. Specializing in essay writing, thesis and dissertation writing, story creation, technical writing, and advanced literature reviews, I provide tailored solutions that meet diverse academic and professional needs. Known for precision, originality, and adherence to deadlines, I am committed to helping clients achieve their goals with engaging and impactful writing.

### Offered Services

- ESSAY WRITING

- THESIS AND DISSERTATION WRITING

- STORY WRITING

- TECHNICAL WRITING

- IBDP IA, ToK IB-EXTENDED ESSAYS WRITING

- PPT DESIGNING

- BOOK REVIEWS

- SPEECH WRITINGS

-PROOF/BETA READING AND EDITING
-SoP and PROMPT WRITING FOR COLLEGE
ADMISSION

#### Contact

Address: Buroshibtala Road, Sashti Tala, Nabadwip, Nadia, India

: (+91) 7001818919

(+91) 7001818919

→ : arkapens@gmail.com

Website: www.arkapens.com

#### **EXPERIENCES**

## WRITTEN 1000+ PROFESSIONAL ESSAYS, THESIS PAPERS & DISSERTATIONS

Written several essays on diverse topics, on concurrent burning issues, history, literature, etc. Helped 1000+ students with their thesis papers and dissertations .

## HELPED STUDENTS FROM IDBP WITH THEIR TOK AND EXTENDED ESSAYS

Written several essays on diverse topics, be it concurrent burning issues, history, literature, etc. Helped 1000+ students with their thesis papers and dissertations by formulating them from scratch and proofreading them.

# ASSISTED 100+ PROFESSIONALS IN CRAFTING POLISHED AND EFFECTIVE EMAILS FOR DIFFERENT PROFESSIONAL

Assisted over 100 professionals in crafting effective emails for their different professional correspondences by teaching and writing for them, which took their communication game to a different level.

# AUTHORED AND ASSISTED IN OVER 500+ TECHNICAL WRITING PROJECTS

Written over 500+ technical writings, including case studies, memos, white papers, technical reports, project planning reports, etc., ensuring clarity, precision, and professional quality for students throughout the world

# DESIGNED 150+ PRESENTATIONS FOR STUDENTS AND ELITE INSTITUTIONS

Designed professional PowerPoint presentations for students for universities like the American University of the Middle East (AUM), 'Embry–Riddle Aeronautical University, 'Abu Dhabi University, The University of Hong Kong (HKU) and many more, as well as for elite institutions like the Australian Embassy-Abu Dhabi.

# AUTHORED AND COWRITED OVER 100+ SoPs (Statement of Purpous) and PROMPTS FOR COLLEGE AND UNIVERSITY ADMISSIONS

Assisted students worldwide in securing admission to prestigious universities, specific programs, and scholarships by crafting compelling Statements of Purpose (SoPs) and formulating tailored responses to application prompts.

#### PROOF READ & REVIEWED MORE THAN 250+ BOOKS

Have experience of more than 5 years of beta reading and in-depth book reviews. Helped students in writing book review journals and blog responses with in-depth character analysis, discussion on literary devices, and final reflections as well.

#### HELPED STUDENS IN NUMEROUS OTHER ASSIGNMENTS

Helped students with numerous other assignments of different kinds, for example, designing STEEP POSTERS, framing CAPSTONE PROJECTS, writing PLAYS, doing projects on CRITICAL THINKING, TECHNICAL WRITING, and many more from all over the globe.

## WHY choose ME?

- Diverse Expertise: Proficient in a wide range of writing formats, including essays, dissertations, technical documents, and creative pieces.
- Plagiarism-Free Content: Every project is meticulously researched and crafted from scratch, ensuring originality and adherence to academic integrity standards.
- Client-Centered Approach: I prioritize understanding your unique requirements to deliver personalized and impactful solutions.
- Timely Delivery: Reliability is my hallmark, ensuring that every project is completed within the agreed timeframe without compromising quality.
- . Confidentiality and Trust: I maintain strict confidentiality for all client interactions and deliverables, fostering a trustworthy partnership.