

UMAR NASEER

E-COMMERCE COORDINATOR

Lahore, Pakistan 54000
☎ 03091547311 ✉ umarnaseer071@gmail.com

SKILLS

Customize CRM
Management
Expert

Product Listing
(WordPress, Shopify,
Magento)
Expert

Image Optimization
Expert

Excel
Advanced

Google Sheets
Advanced

Social Media
Advanced

On-Page Seo
Intermediate

WordPress
Intermediate

Shopify
Basic

PhotoShop
Basic

LANGUAGES

Urdu
Native

English
Intermediate

HOBBIES

- Cricket
- Snooker
- Foosball
- Swimming

SUMMARY

I'm willing to change and can adapt to different roles. Engaged employees improve the morale of others and are more likely to go above and beyond for both their team and customers.

Objective

Leadership, Creativity, Collaboration, Problem solving, Time management, Efficiency, Productivity, Interpersonal communication.

EXPERIENCE

Operations Manager Assistance

Abisol

Mar 2017 - Sep 2019 • Lahore

- CRM Management
- Daily Task Management

Social Media Handler

Purely Digital

Nov 2020 - Oct 2021 • Lahore

- FaceBook
- Instagram
- Youtube
- Twitter
- Snapchat
- Tik Tok

E-commerce Project Coordinator

Source Kode Solutions

Nov 2021 - Present • Lahore

- Project Coordination (Alectrofag, VapeGala, UFA Marketplace, WMS)

EDUCATION

BA

Punjab University

Jan 2020 - Jan 2021 • Lahore