

RESUME

ARVIND SAWANT

B-168, First floor, Sec-4,
Airoli, Navi Mumbai, 400708

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My work, click on link: <https://my-portfollio-site.netlify.app/>

Career Objective:

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills in the field of Content Management and Web Development.

Relevant Experience:

- **Accenture**
Trust & Safety Associate
April 6, 2022 – Present
 - Responsibilities:
 - Analyzing product eligibility for sale on Wish.com according to client guidelines
 - Accurately categorizing product details for seamless user experience
 - Reviewing live website for product consistency and merchant fraud prevention
 - Cascading process updates to team and suggesting improvements to clients.
 - Conducting refresher sessions and training for team members
 - Monthly recognition for consistent performance
 - Participation in weekly calls and preparation of meeting minutes
 - Creation of quizzes and PKTs to enhance team's work skills and accuracy.

 - **ALCHEMY TECHSOL INDIA PVT.LTD.**
External Content Practitioner
September 9, 2019 - April 5, 2022
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Education

- BSc in Information Technology
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Key Skills:

- Excellent understanding of the ecommerce industry.
- Proficient in problem-solving.
- Effective verbal and written communication skills.
- Eagerness to learn new technologies.

Technical Skills:

- Content Management and Content Moderation
 - Skilled in Microsoft Office, specifically Word and Excel.
 - Experienced with multiple operating systems: Windows 2000, XP, 7, 8, 10, and 11.
 - HTML/CSS
 - JavaScript
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Personal Details:

- **Date & Place of Birth:** 23-04-1997, Mumbai.
 - **Marital Status:** Unmarried
 - **Nationality:** Indian
 - **Gender:** Male
 - **Languages Known:** English, Hindi, Marathi
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Declaration:

I affirm that all the information provided above is true to the best of my knowledge and belief.

Date:

Place: Mumbai

ARVIND A. SAWANT