

# MOKSHI JAIN

CATEGORY & DATA MANAGER

## CONTACT

- 📞 +91 9634965506
- ✉️ [mokshijain5@gmail.com](mailto:mokshijain5@gmail.com)
- 📍 Meerut

## EDUCATION

2018 - 2021  
IIMT, MEERUT  
Bachelor of Computer Applications.

## SKILLS

- Catalog Optimization
- Category Management
- SEO & Keyword Research
- Product Listing & Data Enrichment
- eCommerce Category Management
- Google Sheets (Pivot Tables, VLOOKUP)
- Data Analysis & Market Research
- Team Leadership

## AWARDS

- Best Performer of the Month
- Continuous Excellence awards
- Pillar Of Success Of The Month
- Emerging Star Of The Month

## LANGUAGE

- English
- Hindi

## PROFILE

Category and Data Manager with 3+ years of experience managing product data, listings, and categories for e-commerce platforms like Rivafy and IndiaMART. Skilled in fixing data issues, improving go-live rates, and driving SEO and keyword optimization. Known for maintaining high data accuracy, resolving seller concerns, and supporting teams with effective data processes.

## WORK EXPERIENCE

### Rivafy

Category & Data Manager

AUG 2025 - PRESENT

- Identify issues in product data and take corrective action to make non-live products live on time.
- Manage product data in German & French with accurate translation.
- Ensure that any missing supplier products are added to the system accurately and completely.
- Act as a key point of contact for team members regarding product data questions, providing guidance and support.

### IndiaMART

Senior Executive

DEC 2021 - JULY 2025

- Managed product catalogues and listings.
- Resolved seller concerns and optimized lead effectiveness.
- Developed and enhanced product categories through research and analysis.
- Conducted ISQ research, keyword analysis, and explored new category opportunities.
- Maintained data using Pivot Tables & VLOOKUP.
- Performed SEO analysis on Hindi keywords to improve content performance.
- Supervised a team of 9 online associates.