

Fardeen Shaheen

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EDUCATION & ACADEMIC ACHIEVEMENTS

Bachelor of Commerce (B.Com)

Mahamaya Technical University, 2022

Higher Secondary Education

Rajasthan State Open School, 2019

Secondary Education

Gyanasthali High School, Patna, Bihar, 2016

Overall score – 8.6 CGPA

Skills

- **Technical and Key Skills:**

- Proficient with Advanced Excel (Formula Driven Automations)
- CHATGPT Expert
- Skilled in handling AI Tools
- Professional presentation maker
- Data Visualization (Power BI, Tableau)
- Business Acumen Mindset

- **Work Experience:**

- Worked as an AI Vocal Changer for a YouTuber
- **Sales Executive, Indiamart**
 - * Responsible for sales activities at Indiamart from November 2022 to June 2023.
 - * Joined Indiamart, a leading online marketplace, in November 2022 as a Sales Executive.
 - * Engaged in facilitating business transactions between manufacturers, suppliers, and exporters by connecting them on the platform.
 - * Actively participated in onboarding new clients and assisting them in leveraging the platform's features for maximum exposure and sales.
 - * Cultivated and maintained strong relationships with clients to ensure their satisfaction and retention.
 - * Implemented effective sales strategies to meet and exceed sales targets, contributing to the overall growth of the company.

- * Played a key role in expanding the customer base and increasing revenue during the tenure from November 2022 to June 2023.
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Additional Information

- **Date of Birth:** 15th March 2001
 - **Languages Known:** English, Hindi, Urdu
 - **Nationality:** Indian
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Objective

Dynamic and result-oriented B.Com graduate with a passion for leveraging technology to drive business growth. Possessing a strong foundation in finance and commerce coupled with expertise in AI tools and data visualization, I aim to contribute effectively to organizational success while continuously enhancing my skills and knowledge.

Experience Highlights

- **** Vocal Changer, Freelance****
 - Provided AI-based vocal modulation services for a prominent YouTuber, enhancing content quality and viewer engagement.
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Projects

- **Business Data Analysis Project**
 - Conducted comprehensive data analysis using Python and Power BI to identify key trends and insights, aiding strategic decision-making for a local business.
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Certifications

- Advanced Excel Certification
 - CHATGPT Expert Certification
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Education Highlights

- **Financial Accounting**
 - Acquired in-depth knowledge of financial accounting principles, including ledger management and balance sheet preparation.
 - **Economics**
 - Studied macroeconomic and microeconomic theories, analyzing their implications on business strategies and market dynamics.
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References

Available upon request.