



# Gaurav Jaiswal

*"Curious, motivated and determined"*

7081879678

Varanasi

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gaurav-jaiswal-tech

**Career Objective:** To be associated with a progressive organization that gives me the scope to apply my knowledge, skills and involve myself as a part of team that dynamically works towards the growth of the organization.

## Skills

- Wordpress
- SEO
- SMM
- E-Commerce
- Canva
- **Operating System:** Window7, Window8, Window10, Window11.
- **M.S Office:** M.S Word, M.S Excel, M.S PowerPoint.

## Soft Skills

- Planning Skill
- Team Work
- Good Learner

## Qualifications

- Bachelor of Computer Application (BCA)-(2017-2020) from MGKP University.
- Intermediate-(2017) from UP Board.
- High school-(2015) from UP Board.

## Training & Achievements

- ✓ Successfully completed **CCC** conducted by **NIELIT**.
- ✓ Successfully completed **The Fundamental of Digital Marketing** by **Google** and **LearnVern**.
- ✓ Successfully completed **Wordpress** by **LearnVern & Other Online Platform**.
- ✓ Successfully completed **SEO** by **LearnVern & Other Online Platform**.

## Work Experiences

- ✓ Have 1 Year Experience of Digital marketing Cum SEO Executiva at Markzmania Digital Marketing.
- ✓ **SEO Work Experience-** shopmrbeast.in, mapleherbs.in, sseaindia.com, decordec.in etc.
- ✓ 1 year experience of **Data Entry Work**.
- ✓ 1.2 Years work experience as **Computer Operator Cum Office Assistant** at Bondwell Enterprises Manpower Consultant.

## Strength

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- ✓ Keen to Learn New Skills.
- ✓ Hard Working.
- ✓ Self-Confident.
- ✓ Honest.

## Personal Details

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- Date Of Birth : 28/07/2000
- Material Status : Unmarried
- Language : English & Hindi
- Gender : Male

## Declaration

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I hereby declare that all above Statement are true, based on my skills & knowledge.

**(GAURAV JAISWAL)**