

Jiwati Jamariya

Creative and motivated Digital Artist aiming to grow through continuous learning while using my design skills, creativity, and software knowledge to contribute meaningful visual content. Committed to becoming a valuable asset to the organization.

Address – Flat no. 403, B wing,
Neel Vihar Society,
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EXPERIENCE

Habuild, Nagpur— Customer Success Executive Team
Lead _HCF (Habuid Caring Friends) Mentor.

January 2023– PRESENT

● Roles Progression at Habuild:

- * Customer Support Executive (Jan 2023 – Jun 2023)
- * CRM Executive (Jul 2023 – Sep 2023)
- * CRM Backup Lead (Nov 2023 – Apr 2024)
- * Customer Success Executive Squad Lead (May 2024 – Present)

● Inamigos Foundation – Internship (Graphic Design) *Graphic Design Intern*

Designed posters, social media creatives, reels, and branding elements, and participated in fundraising activities.

EDUCATION

● Bachelor of Computer Application (BCA) *Prerna College of Commerce, RTMNU, Nagpur* 2021 – 2024

● H.S.C. (12th Grade) – Sarwashree Junior College, Nagpur – 74% (2019)

● S.S.C. (10th Grade) – Jankidevi Jaiswal Vidyalaya, Nagpur – 86.6% (2017)

DESIGN & TECHNICAL SKILLS

● **Graphic Tools:** Adobe
Photoshop, Illustrator, Canva

● **Web Basics:** HTML, CSS,
Javascript

CORE SKILLS

**Strong sense of aesthetics and
creativity**

**Excellent communication &
presentation abilities**

**Team leadership with
mentoring experience**

**Fast learner with high
adaptability**

**Strong in problem-solving and
consistency**

PARTICIPATION

- Led the *Customer Success Squad* and mentored remote HCF (Habuild Caring Friends) members, building communication and presentation materials.
- Created visual content and learning materials using **Canva, Photoshop, and Illustrator** for internal training and communication.
- Conducted the “**Everyday Habuild Learner**” program, including basic English and communication design, enhancing team communication.
- Delivered presentations on operational processes, using **graphic elements to simplify software training** for new interns.

CERTIFICATES

- **Graphic Design Internship**
– Inamigos Foundation
 - * Certificate of Completion
 - * Certificate of Appreciation
 - * Letter of Recommendation
- **Personality Development**
(15th Jan 2022 – 31st Jan 2022)
- **English Language & Pronunciation Course** –
Participation Certificate

LANGUAGES

English, Hindi, Marathi,
Gujarati