**Curriculum Vitae **

**Name: Jayswal Biren Hitendrakumar**

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**Contact No.:** 7405743365

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**Technical skills:**

* Intermediate Knowledge of SEO
* Intermediate Knowledge of Social Media Marketing
* Intermediate Knowledge of Google Ads
* Excellent customer service skills
* Excellent analytical and problem-solving skills
* **Operating System: -** MS DOS, Windows XP, Windows 7,8
* **Database Systems: -** SQL Server 2008

**Educational Qualifications:**

* Completed “MCA” from “VJKM Institute Kalol” With “69%” in 2014
* Completed “BCA” from “VJKM Institute Kalol” With “62%” in 2010
* H.S.C. with “68%” from , “Prakash Vidyalaya”, Kalol in 2007
* S.S.C with 57% marks “Vakhariya School”, Kalol in 2005

**Strength:**

* Hard working and ready to dedicate myself at extremes to attain personal and organizational goals.
* Easily to adapt myself in all conditions.
* A good communicator and listener.
* Good relationship maintaining ability.

**Work Experience:**

I have 1.10 Year Experience in Software Support Executive

In **SKY Productivity Pvt Ltd.**

I Have 3 Years of Experience in Application Engineer

I'm currently doing a job in **Renovision Automation Services Pvt Ltd**

I have 1.4-year Experience in Digital Marketing Executive

In **JBS Group of Companies**

I have 6 Month Experience in Digital Marketing Executive

In **Vedic Fashion Pvt Ltd**

Currently I am working as a Digital Marketing Executive in

**Camex wellness limited**

**Role and Responsibility in Sky Productivity Pvt Ltd**

* Ability to handle Client Queries.
* Ability to improve Quality of product developed by a company.
* Skills to manage resources according to requirement of the project**.**
* Requirement Gathering by taking Business calls to clients.
* Identifying, analyzing defects.
* Talking clients through a series of actions, either face-to-face or over the telephone, to help set up systems or resolve issues;
* Working continuously on a task until completion.
* Following standard procedures for proper escalation of unresolved issues to the appropriate internal teams

**Role and Responsibility in JBS Group of companies**

* Digital marketing Promotion Just like Facebook, Twitter, LinkedIn.
* Off Page SEO, On Page SEO, Google Display add, Google Search add, for our Company.
* Research and analyze competitor advertising links
* Perform keyword research in coordination with client business objectives to optimize existing content and uncover new opportunities
* Develop and implement link building strategy.
* Optimize copy and landing pages for search engine marketing
* Manage our company Website from backend
* Develop and manage digital marketing campaigns.
* Work on SEO of the website pages.
* Optimize content for the website and social networking Facebook, Twitter, Instagram
* Track the website traffic flow and provide internal reports regularly
* Promote company’s product and services in the digital space.
* Creating and executing email-based marketing campaigns.
* Promote the brand’s products and services on various social media channels.
* Build social media marketing strategy and execute it through competitive and audience

**Role and Responsibility in Renovision Automation Services Pvt Ltd**

* + Responsible for providing handholding support to end user in accessing the application related to department.
  + Responsible for guiding users and providing functional support for known issues.
  + Coordinating between Client’s SPOCs and application team.
  + Analyze the gap between application and user’s expectations and assist users identifying the problems and in raising complaints with the proper authority.
  + Following standard procedures for proper escalation of unresolved issues to the appropriate internal team.
  + To attend knowledge, transfer sessions with testing and development team.

**Role and Responsibility in Vedic Fashion Pvt Ltd**

* Optimize content for the website and social networking Facebook, Instagram
* Digital marketing Promotion Just like Facebook, Instagram.
* Develop and manage digital marketing campaigns.
* Promote the brand’s products and services on various social media channels.
* Build social media marketing strategy and execute it through competitive and audience
* Creates marketing and social media campaigns and strategies, including budget planning, content ideation, and implementation schedules
* Planning and monitoring the ongoing company presence on social media. Facebook and Instagram

**Role and Responsibility in Camex Wellness Limited**

* Digital marketing Promotion Just like Facebook, Instagram.
* Develop and manage digital marketing campaigns.
* Promote the brand’s products and services on various social media channels.
* Build social media marketing strategy and execute it through competitive and audience
* Creates marketing and social media campaigns and strategies, including budget planning, content ideation, and implementation schedules
* Planning and monitoring the ongoing company presence on social media. Facebook and Instagram
* Perform ongoing keyword discovery, expansion and optimization
* Research and implement search engine optimization recommendations
* Conducting on-page and off-page analysis of your clients’ SEO competitors.

**Personal Details:**

**Date of Birth:** 25-05-1990

**Languages known:** Gujarati, Hindi, English

**Hobbies:** Music, Travelling, Sports, Net surfing.

**Declaration:**

I hereby declare that the above-mentioned information is correct up my knowledge and I hear the Responsibility for the corrected of the above.

Biren Jayswal.