

RESUME

Asim Sadhukhan

Vill- Purabapara (Kaltalapara)

P.O. - Madanpur, P.S- Chakdaha, Dist- Nadia

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Objective:

A highly motivated and skilled professional seeking a challenging role as a Social Media Manager, Video Editor, and Team Leader. Possessing excellent technical skills, creative flair, and a passion for delivering high-quality work.

Summary:

- Proficient in video editing, including knowledge of Adobe Premiere Pro and Wondershare Filmora.
- Demonstrated ability to manage social media platforms, including Twitter, Facebook, Instagram, and LinkedIn.
- Proven track record of successfully leading cross-functional teams and delivering projects on time and within budget.
- Excellent communication, interpersonal, and problem-solving skills.
- Proficient in Adobe Creative Suite, including Photoshop, Illustrator, and After Effects.
- Proficient in Microsoft Office Suite, including Word, Excel, and PowerPoint.

Technical Skills:

- Video Editing: Adobe Premiere Pro, Wondershare Filmora
- Adobe Creative Suite: Photoshop, Illustrator, After Effects
- Microsoft Office Suite: Word, Excel, PowerPoint
- Social Media Management: Twitter, Facebook, Instagram, LinkedIn, Pinterest
- Front-End Web Development: HTML, CSS
- Content Management Systems: WordPress

Work Experience:

Video Editor, Social Media Expert

[ZedPlus Accounting And Finance], [Parramatta, NSW 2150, Australia]

[June 2023 - Present]

- Worked with in-house video & Social Media Post requirements and delivered high-quality videos within tight deadlines.
- Edited video content (Ads, Promo, Informative, Testimonial, Shorts) for a variety of platforms, including YouTube, Instagram, LinkedIn, and Facebook.
- Utilized Adobe Premiere Pro, Adobe After Effects and AI Tools to edit and enhance video content.
- Designed Social Media post content (Static, GIF, Carousel) for a variety of platforms, including Instagram, LinkedIn, and Facebook.
- Managed and executed social media strategies, increasing engagement and brand awareness.
- Managed video & Social Media Post files and collaborated with internal teams to ensure the smooth delivery of projects.

Video Editor, Team Lead

[Fusion Dream Solutions], [Agarpara, West Bengal]

[December 2020 - March 2023]

- Edited video content for a variety of platforms, including YouTube, Instagram, and Facebook.
- Worked with clients to understand their requirements and delivered high-quality videos within tight deadlines.
- Utilized Adobe Premiere Pro and Filmora to edit and enhance video content.
- Managed video files and collaborated with internal teams to ensure the smooth delivery of projects.

- Developed and maintained company websites, ensuring a seamless user experience across all platforms.
- Implemented responsive design and optimization techniques to ensure fast loading times and optimal user experience.
- Provided technical support to internal teams and resolved issues on time.
- Led cross-functional teams in the delivery of multiple projects, ensuring high-quality results within tight deadlines.
- Mentored and trained team members, ensuring their professional growth and development.

Social Media Manager

[Fusion Dream Solutions], [Agarpara, West Bengal]

[November 2017 - April 2018]

- Managed and executed social media strategies, increasing engagement and brand awareness.
- Analyzed social media metrics and made data-driven recommendations to improve performance.
- Developed and executed engaging content, including graphics, and written posts.

Education:

NAME OF EXAM	BOARD/UNIVERSITY	YEAR OF PASSING	PERCENTAGE OF MARKS
MADHYAMIK	U.P BOARD	2012	74.8%
INTERMEDIATE	U.P BOARD	2014	80.1%
B.A	V.B.S.P.U	2017	45.5%

Certifications:

- Advance Diploma in Computer Application (A.D.C.A)
- Course on Computer Concepts (CCC)

Personal Details:

Name	:	ASIM SADHUKHAN
Father's Name	:	Late. Shri Ashok Sadhukhan
Date of Birth	:	29 / 11 / 1996
Sex	:	Male
Nationality	:	Indian
Religion	:	Hinduism
Marital Status	:	Married
Language Known	:	English, Hindi, Bengali & Regional language

Declaration:

I am confident in my ability to work alone or in a group. I hereby declare that the information furnished above is true to the best of my knowledge.

Date: --/--/----

Place: Madanpur

(Asim Sadhukhan)

Signature