

# Sandeep Singh Rawat

Senior Associate

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To work in a challenging and dynamic environment and to contribute significantly for a long period to the success of a progressive organisation where I can use my analytical skills and leadership quality while concurrently upgrading my skills and knowledge.

## WORK EXPERIENCE

### Senior Associate

Doon Consulting Private Limited

08/2018 - Present

Gurugram

#### Tasks

- Responsible for creating and maintaining strong relationships with clients.
- Working for outsourcing projects and marketing campaigns for Google, Adobe, Salesforce, Automation Anywhere, FireEye.
- Specifically, to provide with appropriate levels of operational support to ensure the timely implementation of research projects at hand.
- Companies and their high-end executive's profiling, data mining and extraction through secondary research.
- Identifying and speaking to various decision-making authorities CIO, CEO, CTO, CMO, CPO to generate business.
- Track, record and maintenance on CRM and Excel.

### Customer Service Executive

Concentrix-IBM Daksh

06/2014 - 09/2015

Gurugram

#### Tasks

- Provided an elevated customer experience to generate a loyal client.
- Experience in handling dual chat at a time.
- Maintaining a strong customer relations.
- Partially worked in a quality support team.

## EDUCATION

### Master of Business Administration

Sikkim Manipal University

03/2015 - 03/2017

#### Course

- Information Systems Management.

### Bachelor of Science

University of Delhi

07/2011 - 07/2014

#### Course

- Physical Science (Elect.).

### Higher and Senior Secondary Education

Delhi Jain Public School

04/2008 - 04/2011

#### Course

- Science.

## SKILLS

Market Research

Secondary Research

Digital Marketing

MS Excel

Data Mining

Effective Leadership and Management

Google Analytics

Google Adwords

MS Word

Ability to Work Under Pressure

SEO and SEM

## CERTIFICATES

Google AdWords Display Certification. (01/2018)

Google Analytics Individual Certification. (01/2018)

Google AdWords fundamental and Search Certification. (01/2018)

Certificate of Excellence in Digital Marketing. (06/2017)

Certificate of Appreciation for participation in Antardhvani tech. fest of the University of Delhi. (05/2014)

## LANGUAGES

English ● ● ● ● ○

Hindi ● ● ● ● ●

Punjabi ● ● ● ○ ○

## INTERESTS

Cricket

Watching TV Series

Surfing Internet

Travelling