

Bhavya Aggarwal

Delhi, Delhi 110086

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8383909200

To become associated in reputed organization to utilize my educational qualification for mutual growth and success and work with utmost dedication to add value wherever I work

Work Experience

E-Commerce Operation Executive

Last Inch Apparels Private Ltd-Siri Fort, Delhi, Delhi
November 2023 to April 2024

- Orders Count , Orders Fetch, Manifests
- Confirmation Calls Of Lastinch & Amazon
- MRP Stickers & Track Shipment
- Knowledge of Shiprocket
- Handling Customer Queries
- Making Amazon A+Content
- Product Listing On Myntra/Amazon/Ajio/Flipkart
- Product Discounting Of Amazon, Lastinch & Flipkart
- Tatacliq Listing Sheet & Pricing Sheet
- Safety Claims on Myntra/Amazon/Flipkart/Meesho
- Case Creation On Amazon, Myntra & Meesho

E-Commerce Operator

Natworld Corporation-Delhi
September 2022 to October 2023

- Managed E-commerce Amazon Account
- Order management & Order processing
- Maintain Order Status Sheet
- Resolving And Addressing Customer Issues & Concerns
- Product Listing and Inventory Management

Education

University (NCWEB)
August 2019 to 2022

Commerce

Abhinav Public Sr Sec School - Delhi, Delhi
May 2019

Abhinav Public School Sr Sec School - Delhi, Delhi

June 2017

Bachelor Of Commerce in Commerce

Motilal Nehru College - Delhi, Delhi

Skills / IT Skills

- Team Building
- Hardworking
- MS Advanced Excel
- MS Word
- Time Management
- Leadership
- Communication Skill
- Creativity