

Bhavya Aggarwal

A-50/ Krishan Vihar
Rohini, New Delhi 110086
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OBJECTIVE

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

EXPERIENCE

E-Commerce Operator |Natworld Corporation,
FA-37, Shivaji Enclave, Near Mehta Chowk, New Delhi-110027

SEPTEMBER 2022-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

E-Commerce Operation Executive|Last Inch Apparels Private Ltd
22,Shanti Villa , Siri Fort Road, Near Sama Hospital,110049

NOVEMBER 2023-APRIL 2024

- Orders Count , Orders Fetch, Manifests
- Confirmation Calls Of Lastinch & Amazon
- MRP Stickers & Orders Tracking
- 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

EDUCATION

Bachelor Of Commerce, Motilal Nehru College, South Campus, Delhi
University (NCWEB)AUGUST 2019-2022

Abhinav Public Sr Sec School, Rohini, New Delhi, High School ,
Commerce MAY 2019

Abhinav Public School Sr Sec School, Rohini, New Delhi Intermediate
JUNE 2017

SKILLS

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

PERSONAL DETAILS

- Father's Name - Mr Satish Chand Aggarwal
- Date Of Birth - 02nd May 2002
- Nationality - Indian
- Marital Status - Single
- Languages - English & Hindi

DECLARATION

I would take this opportunity to thank you for going through my resume and would request you to consider me for the area suitable to my qualification in your prestigious organization.