

JEFFIN JAISON

<https://jeffinix.github.io/my-site/> | Diplomatic Area, Manama | jeffinjaison.9@gmail.com

PROFILE SUMMARY

A multidisciplinary and people-centric individual, determined to bring value and maximize the profitability of any establishment through constant learning and revised implementation; employs empathy and compassion for customers and colleagues alike; prioritizes company values and works towards its long-term vision and goals; Aims to build a constructive career that contributes and caters to a collective betterment.

PROFESSIONAL SKILLS

Detail Orientation Adaptability
Customer Service Critical Thinking

TECHNICAL SKILLS

SEO Inbound Marketing
Copywriting Frontend Web Development

EDUCATION

Certificate of Higher Education In Business and Management

University of Essex, United Kingdom
(Currently Enrolled Online)

- pathway to Bachelor of Arts (Honours) In Business and Marketing

Anticipated Graduation Date
– 10/2023

Higher Secondary Certificate(HSC): Humanities

The Indian School, Bahrain
77.4% | CGPA 8.15

- Sociology • Psychology • Marketing • English • Home Science

Graduation Date
– 03/2021

WORK EXPERIENCE

Marketing Specialist Intern

01/2022 – 04/2022

Media Factory, Bahrain

- Provided marketing support from lead generation to customer research.
- Conducted competitive research and analysed industry trends.
- Performed in-depth study of company services and data analysis.
- Managed customer service on social media accounts.
- Optimized user experience on websites.
- Wrote and edited marketing copies.
- Assisted with the design of creative marketing campaigns and promotional materials.

Customer Service Intern

07/2021 – 09/2021

Magic Planet, Bahrain

- Answered customer queries and complaints.
 - Maintained tidiness and presentation of game and play area.
 - Organized merchandise and stocks.
 - Actively supervised children's play and practised safety precautions.
 - Effectively managed and recorded time allotment for play areas.
 - Remained up to date on company products and policies.
 - Established rapport with customers through attentive listening and improvisation.
 - Upheld service quality and standards in a fast-paced work environment.
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CERTIFICATES

Fundamentals of Digital Marketing Certificate – Google Digital Garage

Email Marketing Certificate – HubSpot Academy

Search Engine Optimization Certificate – HubSpot Academy

Inbound Marketing Certificate – HubSpot Academy

LANGUAGES

Hindi – Native

English – Full Professional Proficiency

French – Elementary Proficiency

Malayalam – Native

Spanish – Limited Working Proficiency