

# AVLEEN KAUR

## DETAILS

### ADDRESS

Delhi  
Inida

### PHONE

8448437348

### EMAIL

avleenworks@gmail.com

## SKILLS

Leadership

Microsoft PowerPoint

Microsoft Office

Sales & Marketing

Microsoft Excel

Customer Service

Data Analysis

Social Media Marketing

Business Development

## PROFILE

Dynamic professional with internship experience in digital marketing, business management, operations, and account management. Demonstrated ability to excel in virtual collaboration with a London-based company. Proficient in strategic planning, project management, and client relationship building. Skilled in data analysis, social media marketing, and customer acquisition strategies.

## INTERNSHIPS

Account Manager, Mulaverse

London

Feb 2024 — Mar 2024

As an Account Manager at Mulaverse, I was responsible for building and maintaining strong relationships with clients, ensuring their satisfaction and driving business growth. My key responsibilities included:

- Serving as the main point of contact for clients, addressing their needs and providing solutions to meet their objectives.
- Developing and executing strategic account plans to maximize client retention and upsell opportunities.
- Created a system to track and monitor employee performance, resulting in improved overall productivity

Digital Marketing Intern, Digital Team India

Delhi

Jul 2023 — Aug 2023

During my internship at Digital Team India, I gained valuable experience in digital marketing strategies and tactics. My responsibilities included:

- Assisting in the development and implementation of digital marketing campaigns to increase brand visibility and drive customer engagement.
- Creating and managing content for social media platforms, optimizing engagement and reach.
- Conducting market research and competitor analysis to identify trends and opportunities for improvement.

## EDUCATION

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Bachelor of Business Administration,  
Symbiosis International University

Aug 2021 — Jul 2024

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## COURSES

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On-Premise□Sales Virtual□Experience-  
Program, Redbull

Jun 2023 — Jun 2023

Data Visualisation, TATA

Jun 2023 — Jun 2023