



# SOURAV SINGH

## About Me

Seeking a suitable position of responsibility where my running experience would be fully utilized and simultaneously contribute to my employers success by achieving the goal with in professional environment.

## My Contact

✉ Singhksourav24@gmail.com

☎ +91 8851829032

📍 E7 - 384 , West Vinod nagar,  
Delhi 110092

🌐 <https://www.linkedin.com/in/souravsingh/>

## Hard Skills

- MS word
- MS excel
- Marketing
- Operations
- Marketing Research
- Financial accounting
- Email marketing
- CRM
- Content creation
- Content writting
- Digital Marketing

## Soft Skills

- Critical Thinking
- Observation
- Decision making
- Leadership
- Communication
- Multi-tasking
- Good Analytical skills
- Presentation skills

## Education Background

### Bachelor of Business Administration

Tecnia Institute Of Advanced Studies, Rohini  
Delhi / Guru Gobind Singh Indraprastha  
University / 2021-2024

### 12TH

Kerala Education Society Sen. Sec. School  
Commerce With maths / CBSE / 2021

## Achievements

November 2022

Leading and managing the campaigning  
team for BJP during Himachal Pradesh state  
elections

## Professional Experience

### Dealintent Inc | Research analyst Intern

November 2023 – December 2023

Key responsibilities:

- Conduct research to build detailed profiles of existing and target customer
- Conduct research to assess candidate target markets, estimating market size and identifying key market traits, drivers, challenges and opportunities
- Plan and conduct secondary market research on the company's competitors across market segments
- Collaborate to develop market research plans and approaches to answer specific business challenges
- Conduct blog research and creation to post on website

### UOLO EDTECH PVT LTD | Business Development Intern

July 2023 – October 2023

Key responsibilities:

- Closing sales through inbound leads and emails
- Following up the clients
- Prepare reports on the above information and communicate with the existing and prospective clients
- Consult with the management team to handle regular business process improvements and updates
- Maintaining database (CRM , Excel , etc) of prospective clients

### MUFA CREATOR | Digital Marketing Intern

April 2023 – June 2023

Key responsibilities:

- Handling Social Media Pages
- Creating Social Media Posts and Banner
- Content creation
- Designing Banners and templates
- Client acquisition and retention

### IGT SOLUTIONS | Operations Process Associate

july 2022 – October 2022

Key responsibilities:

- Assisting with Client interactions and quarries through Emails
- working on customer success
- Investigating their claims and providing solutions to them
- Compensating and reimbursing them for their financial losses
- Working on GDS for verification research