

# MANAN MAHESHWARI

**Phone:** +91 9426684978

**Email:** manan0411@gmail.com

**Linkedin:** <https://www.linkedin.com/in/mananmaheshwari0411>

I am experienced & looking for an opportunity in an organization where my potential knowledge, training, and skills are utilized in the effective development of both my personal & professional manner.

## EDUCATION

**B.B.A. ► GUJARAT UNIVERSITY, Ahmedabad**

**Jun 2015 - May 2018**

**Advanced Certificate in Digital Marketing and Communications ► MICA, Ahmedabad** Jan 2022 - Pursuing

## EMPLOYMENT HISTORY

**CLIENT SERVICE EXECUTIVE ► cFIRST BACKGROUND CHECKS LLP, Ahmedabad**

**Jan 2022 - Jul 2022**

**CUSTOMER SERVICE ASSOCIATE - VOICE ► TELEPERFORMANCE GLOBAL SERVICES PVT. LTD.** Jul 2021 - Dec 2021

**ACADEMIC & ADMIN OPERATIONS ► ALLEN CAREER INSTITUTE, Ahmedabad**

**Mar 2021 - Jun 2021**

## EXTRA COURSES

Problem Solving Skills at cFIRST Background Checks LLP

May 2022 - May 2022

ISMS - Information Security Management Systems at cFIRST Background Checks LLP

May 2022 - May 2022

SEO Simplified at IIDE - Indian Institute of Digital Education, Mumbai

Apr 2022 - Apr 2022

Successful Negotiation Essential Strategies and Skills at University Of Michigan

Apr 2021 - Apr 2021

Professional Skills - Solving Problems with Critical and Creative Thinking at IBM

Nov 2020 - Nov 2020

Travel Consultant at Gujarat Tourism

Sep 2020 - Sep 2020

Fundamentals of Digital Marketing at Google Unlocked by Google

Mar 2020 - Mar 2020

Career Edge - Knockdown the Lockdown at TCS

Mar 2020 - Apr 2020

## SKILLS

Administration | Communication | Flexibility | Honesty and Integrity | Initiative | Supervision | Social Media Management | Digital Marketing | Customer Service | Operations

## LANGUAGES

English | Hindi | Gujarati

## HOBBIES

Reading | Music | Traveling | Networking | Blogging

## WEBSITE - BLOG

[Digital with Manan](#)

## Declaration

I hereby declare that the information given above is true.

## Signature

**MANAN MAHESHWARI**