

# Parth Jayswal

Seeking a mid-level position where I can grow my skills as a marketing professional and contribute to the overall success of an institute. My previous experiences and top-notch marketing skills have helped shape me in this industry and have given me a basis from which to grow.

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## Experience

JUNE 25 – PRESENT

**Assistant Manager**/Silver Oak University, Ahmedabad

- Handling team of 3 marketing exe. for marketing activity.
- Planning for yearly marketing & branding budget.
- Making tour plans for different activities.
- Participation on different education fairs.
- Scheduling local school & colleges visit to campus.
- Maintaining student MIS report

APRIL 18 – NOVEMBER 22

**Senior Marketing Executive**/Rai University, Ahmedabad

- Planned for yearly marketing & branding budget.
- Participation on different education fairs.
- Scheduled local school & colleges visit to campus.
- Coordinated for online presence (education portal/fb)
- Appointed consultant for admission.
- Made tour plans for different activities.
- Arranged data for calling, mail & SMS.
- Took care of promo material printing (Brochure/Flex/Pen)

FEBRUARY 16 – MARCH 18

**Sr. Business Development Executive**/Prakshal IT-Academy, Patan/Ahmedabad

- Driving company sales by sourcing new clients, and by convincing existing clients to purchase added offerings.
- Maintain fruitful relationships with clients and address their needs effectively.
- Research and identify new agents.

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## Skills

- Can work effectively in team, as well as individually
- Have good inter-personal skills
- Customer knowledge
- Teamwork
- Time management

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## **Education**

B.B.A.

## **Computer Proficiency**

- Word
- Power point
- Excel

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## **Personal Data**

Date Of Birth: 11th Dec 1998

Sex: Male

Nationality: Indian

Marital Status: Unmarried

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## **Declaration**

It is to certify that all the information given above is very much right according to my knowledge.