

Omkar M. Pawar

Address: Basant Bahar Building, A/603, Sector - 11, Plot - 5,
Kamothe, Navi Mumbai - 410209

Cell: +91 9136772895

E-Mail: omkar.pawar3108@gmail.com

1st September, 2020

Respected Sir/Madam,

I am submitting herewith my resume for your perusal & favorable consideration for the post of Digital Marketing and Operation Head Position in your organization.

A hard working & talented individual seeking a job that would synergize my skills & knowledge with the objectives of the organization, I assure to give my best both independently & as part of a team.

The above credentials along with my enclosed resume make me ideally suitable for a position in your organization. I reckon that my grooming level is apt to look outward for challenging responsibility & would appreciate an opportunity for a personal interview.

Thanking you.

Yours sincerely,
Omkar M. Pawar

Omkar M. Pawar

ACADEMIA:

- Graduate in **B.Sc. (Chemistry)** from Mumbai University.
- **HSC** from Maharashtra Board with 60%, Mumbai
- **SSC** from Maharashtra Board with 79%, Mumbai

OBJECTIVE:

To obtain a creative position that utilizes my experience and knowledge of handling Digital Media Marketing.

TECHNICAL PROFICIENCY:

Computer-literate performer with extensive software proficiency covering a wide variety of applications.

PROFESSIONAL EXPERIENCE:

Experience - 1 year as Digital Marketing Expert and Trainer
6 months as Operation Head

Knowledge:

Digital Marketing:

- Executing Social Media Marketing (SMM).
 - Facebook (Paid and Organic Marketing).
 - Instagram (Paid and Organic Marketing).
 - Twitter (Paid and Organic Marketing).
 - LinkedIn (Paid and Organic Marketing).
- Executing Search Engine Optimization (SEO)
 - On Page SEO
 - Off Page SEO
 - Local SEO
- Executing Google AdS
 - Search Ads

- Display Ads
- Video Ads (YouTube Ads)
- App Install Ads (Android and iOS)
- Email Marketing
- Website Creation
- Analyze Website traffic from Google Analytics
- Conducting Keyword Research

Operation Management :

- Managing Advertising Budget
- Manufacturing of new strategies
- Improving Operation
- Analyzed Production Tracking System
- Management of CRM software
- Improving relation with current clients
- Plan, coordinate and manage employees
- Worked with Sales and Production Team

PERSONAL INTERESTS:

Outdoor Games | Travelling | Riding Bikes

DATE OF BIRTH: 31st August, 2020

REFERENCES: Available on Request