

Resume

Hammad Khan

Key Skills and Interests -

#SEO #SMO #DIGITALMARKETING #BLOGGING #CONTENTWRITING #DESIGNING
#HTML #CSS #WORDPRESS #JOOMLA #MSOFFICE #TYPING #TEAMLEADER
#TRAINER #INHOUSEOPERATIONS #BACKOFFICE #BACKENDOPERATIONS

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Online Presence-

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Linked In- <https://www.linkedin.com/in/hammad-khan-b0941212a>

Quora-<https://www.quora.com/profile/Hammad-Khan-158>

Word-press- <http://www.hammadkhanblogs.wordpress.com>

twitter- <https://twitter.com/hammadkhanblog>

Objective-I would like a career that gives me rich exposure through diverse assignment and working with the people of high caliber. To be Excel in the multi-dimensional profession by using my skills and Knowledge, thus proving to be an asset to the organization and learning in process.

“It is well said by a wise person Mark Zuckerberg, treat your employees right so they won’t use your internet to look for new jobs”. If you treat me in a right way, then I’m sure we’ll going have a strong and long relation.

PROFESSIONAL STRENGTHS & SKILLS-

- A Dynamic personality with good communication skills.
- A team player with the ability to work in challenging situations.
- Advance computer knowledge in Hardware & software.
- Providing Home tuition till class 10th from at least two years.
- Quick Learner and smart worker.

SOFTWARES SKILLS-

- Advance-Level Adobe Photoshop, Movavi & Corel Video Editor.
- Advance-Level Adobe Acrobat
- Advance-Level Visual Studio Code for Web Designing.
- Mid-level MS-Office (Word, Excel, PPT).
- Basic-Level Node.js and Puppeteer.
- Basic-Level Turbo C++

Experience

6 months of Intern in Broadways SEO info. Tech.

Duration: 1st April, 2016 – 15th September, 2016

It's was a startup SEO company located in East Vinod Nagar nearby Laxmi Nagar. The owner of the company was my good friend so I joined there as a trainee and learned lot of skills and technique regarding the basic practices of SEO, SMO, Marketing, Keyword planner and google analytics and much of on-page and off-page optimization. After then I switched as every individual need growth and been straight forward higher salary as well.

Key Role

- Social Bookmarking
- Social Media Posting
- Content Writing
- WordPress (Beginners)

6 months of Experience in Prop Buzz Infra Pvt. Ltd.

Duration: 16 September, 2016 – 16 February, 2017

PropBuzz Infra. Pvt. Ltd. is a real estate company or you can say the next generation of real estate Company which act as a broker between the clients and the top builders of Noida, Greater Noida, Ghaziabad and Delhi NCR like Ajnara, Godrej, TATA Housing etc.

Key Role

- Domain Selection
- HTML and Joomla website Designing
- Content Writing (SEO optimized Content for website, blogs and Articles)
- SEO
 - OFF page (Social Bookmarking, Blogs, Article, Classified, Directories)
 - ON page (Optimizing Heading, Title and description as per SEO guidelines, SEO optimized Content or amendment in content, fixing canonical issues)
- SMO (Facebook, Twitter, LinkedIn, Instagram, Pinterest, YouTube)
- WordPress Designing

Free Lancer as a Digital Marketing Consultant

It was a long time I have been doing this 9am-6pm or morning to evening shifts. I realized I need some break but with that I realized also that I am not in condition of break. So I went to companies I asked them to work with me as “Free Lancer”. They agreed to me and hired me. Throughout this whole process I worked for different companies and for Different projects like –

<http://www.backstreetinc.com/> - Digital Marketing Company located in Philippines (Designing, WordPress)

<http://www.nescant.com/> - Digital Marketing Company Located at Laxmi Nagar (SEO, Content optimizing, Website designing)

<http://www.channelone.in/> - Hindi News Channel located in Noida sector-6 (Designing and social media optimization)

<http://www.eldercare.co.in> – Elder Care Taker Provider (Website designing, content writing and basic SEO optimization with social accounts)

<http://www.sunnysolly.com/> - Machine Manufacturer located at Noida (WordPress Designing and SEO optimized Content)

<https://www.sushanttravels.com/> - Travel Agency Located at Pharganj, New Delhi (Writing SEO optimized content and changes as per SEO guidance)

<http://www.venetsmedia.com/> - Digital Marketing Company at Laxmi Nagar (Designing website, Content creation and optimization, SEO and SMO)

Press Monitor (Business & News Information Services Pvt. Ltd.)

Duration: 22 February, 2018 – 20 February, 2020

Press Monitor (relocated from Patparganj Industrial Area to Noida sector 6 is a media monitoring company responsible for monitoring online, web and print media for US Embassy, MEA, PIOCCI, and other government officials.

Key Role

- Managing back office process of T.V. monitoring and selection of news for our clients.
- Copywriting.
- Website designing and development, Web scraping, automatic downloading and classification, JSON, Java-Script.
- Taking care of their networking, and TV monitoring devices.
- I.T. help desk.
- Digital Marketing Executive.
- Analysis of their website and making necessary changes for improve ranking for their website.
- Handing team and process trainer.
- Analysis and development of our software.

ACADEMIC QUALIFICATION-

- 10th From Bal Bhavhan Public School
- 12th From Bal Bhavhan Public School (Commerce with Computer science)
- Dropped B.C.A in Sikkim Manipal University (2nd Year)
- Pursuing B.A. from S.O.L (D.U)

PERSONAL DETAILS-

FATHER'S NAME	- Lt. Munna Khan
DATE OF BIRTH	-9 TH January, 1996
SEX	-Male
MARITAL STATUS	-Single
LANGUAGE PROFICIENCY	- HTML, JavaScript, CSS, WordPress, Joomla, php(Basic), C++(Basic)

Declation- I hereby declare that all the above mentioned information is true to the best of my knowledge.

Hammad Khan