# **Curriculum Vitae**

Full Name of the Applicant:	SHANU KHAN		
Contact Number:	+91 987-145-3639		
Date of Birth:	14-12-1994		
Nationality:	INDIAN		
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Application Details		
Position Applied:	DIGITAL MARKETER	
Employment History/Skills		
Education Qualification:	Technical Education  ➤ Diploma (Production Engineering) from GB Pant Inst. of Technology (IP University).  ➤ <u>Digital Marketing full Course</u> from Simply Digital - Delhi, India  ➤ <u>Photoshop Expert.</u>	
Objective	I wish to serve in a high profile and esteemed company where in I could render my services as a <b>DIGITAL MARKETER</b> .  I have worked in refinery, industries, and having good experience for Auto-pilot, Data Integration, Sales Funnel, SMO, SMM, Google Ads Campaign, E-MAIL MARKETING, SEO, SEM, Content Marketing, Blogging, Link Building, On- Page   Off-Page, Website Creation, Keyword Research, Landing Page Creation, Affiliate Marketing, YouTube, Google Analytics, Google Adsence, Google Analytics and I can supervise any Digital Marketing job challenging.	

#### **Experience Details**

**3+ years**' Experience in a wide spectrum of an Antivirus Company related to the Digital Marketing Manager, As I was handling **Ads Campaign (Google)**, **E-mail Campaign Gmass**, **SEO- Audit**, **Google Analytics Reports**, **etc.** Below mentioned is a description of responsibilities held and position occupied for the execution of various Projects.

**Document Work:** Method of statement, Submit approval, & standard of project requirement, Good knowledge about Google Updates Algorithms.

#### **Total Experience**

#### 3 Years and 4 months in Digital Marketing & Training.

Details. 1.Present Experience

Company Name : ROY DIGITAL PVT. LTD.

Location : Delhi , Preet Vihar.
Period of service : 09.03.2019 to 01.09.2019

Position : DIGITAL MARKETING TRAINER

Details. 2.Past Experience

Company Name : CLASSES OF PROFESSIONAL STUDIES

Location : Delhi , Rajendra Place. Period of service : 06.11.2019 to 22.02.2019

Position : DIGITAL MARKETING TRAINER

Details. 3.Past Experience **Company Name : HI-TECH INSTITUTE PVT. LTD.** 

Location : Delhi , Peera Garhi.
Period of service : 26.07.2019 to 21.10.2019

Position : DIGITAL MARKETING TRAINER

Details. 4.Past Experience Company Name : ISLIVE SERVICES PVT. LTD.

Location : Delhi NCR, Noida. Period of service : 12.02.2017 to 9.07.2019

Position : DIGITAL MARKETING EXECUTIVE

### **Job Description**

## **Free Lancing Work Experience**

Duties & Responsibilities

There are many Projects I am working on like Meena Boutique with 770K Subscribers on Youtube, Roy Digital Advertisments their Prototype Auto Pilot Sales Programme with Data Integration, Emails Auto Follow ups, I have my own Company Shaun Mentor- A Digital Marketing Agency.

- To supervise the freshers and experienced very well and sub-contractors on day to day basis.
- Prepare daily reports of work progress and man power utilization.
- Prepare weekly reports of the total revenue by ROI, the money we invested into Ads and Daily reports of new collected Audiences' Database.
- Co-ordinate with the sub-contractors to achieve the targets and schedule set by the planning.
- Manage audience data, time and day to analyze the right time to do marketing.
- Keep eyes on market trend right now as well as daily updates of my competitors.
- A Good Knowledge of Inspection and approval of all the Creative Banners on Display Ads
- Be fully conversant with the drawings, Techniques and procedures relevant to the Display Ads.

Essential Work Activities Of Safety:	<ul> <li>Maintain standards of safety and comply with Company's Health, Safety &amp; Environment Management System requirements.</li> <li>Take reasonable care of own health and safety and that of others working under me and maintain Company standards of Quality in accordance with Company Quality System requirements.</li> </ul>		
Professional Skill	<ul> <li>Strong analytical Training Skill and problem solving abilities.</li> <li>An Excellent ability to communicate &amp; interact with all level.</li> <li>To work with a company that seeks an ambitious and career conscious person where acquired skill and education will be utilized toward continued grow advancement.</li> </ul>		
Driving license	Indian		
Expected salary & Facilities	Negotiable or suited to my testimonial.		
Able To Start New Position	One week or less		
Computer Skill	<ul> <li>➢ Designing : Photoshop.</li> <li>➢ Operating System : Windows &amp; Mac</li> <li>➢ Basics Application : Ms Word, Ms Excel, Ms Power Point &amp; Internet</li> </ul>		
Hobbies	Play Chess, listening Music, Learning about the new facts relating my field &discussing about advanced scientific & technical aspects with expertise workmanship.		
Digital Marketing Skills	Auto- Pilot, Sales Funnel, Data Integration, Leads Generation, Website Planning & Creation, Search Engine Optimization, PPC Advertising & Google Adwords, Google Analytics, Social Media Marketing, Email Marketing, E-commerce Marketing & many More		
Award &Achievement:	<ul> <li>Martial Art Championship – Yellow Belt Achieved.</li> <li>Delhi Amateur Athletic Association and hold 1st position in Martial Art Championship.</li> <li>Grow Business of 2018 at ISLive.</li> <li>Grow Business of 2019 at ISLive.</li> <li>Google Certified.</li> </ul>		

Information	Father's Name Date of Birth Nationality / Religion Marital Status Permanent Address	
Languages Known SHANU KHAN	English, Hindi.	