

Aisha Aziz

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Objective

To utilize my technical skills and provide a professional service to customers by applying and honing my knowledge and working in a challenging and motivating working environment.

Experience

- AMA Herbal Pvt Ltd** 1 October 2015 - 20 August 2017
Back Office Executive
 - I am working as back office executive where I have to handle their online portal account such as Amazon, Flipkart etc. I have to upload product, do listing, maintain inventory, and finally make sale.
 - Product uploading on Flipkart, Amazon, Snapdeal, ShopClues.
 - Regular check and maintain inventory on all portals.
 - Check events and participate in it for increasing sale purpose.
 - Contact with delivery agencies and tried to delivered products on time
- Universal Traders** 20 February 2019 - 11 August 2020
Digital Marketer
 - Here my job profile is Dijital Marketer where firstly I look online portals account such as Amazon, Flipkart etc.
 - Do product listing s on Flipkart, Amazon, Snapdeal using flat files
 - Regular check and maintain inventory on all portals.
 - Manage campaign, advertisement, coupons and deals to make maximum visibility and finally increase sale by having buyer button.
- Balaji Handicrafts Pvt Ltd** 1 September 2020 - Continue
Digital Marketer
 - My job profile is Digital Marketer, I have to maintain online portals account such as Amazon, Flipkart etc.
 - Product listings on Flipkart, Amazon, Meesho, Glowroad amd their own website ethana.com
 - On Amazon, product listing enhanced by using A + content manager.
 - Applying coupons, participate in events, and daily deals to increase sale and product visibility.
 - Regular check and maintain inventory on all portals.

Education

- Baby Martin School** 2006
High School
62%
- Baby Martin School** 2009
Intermediate
58%
- Uttar Pradesh Technical University** 2014
B.Tech(C.S)
70%

Technical Skills

- Programming Languages: Basic knowledge of C, Asp.net 4.0.
- Operating System: Windows XP, Windows 7, Windows 10.
- Database: SQL Server 2005, SQL Server 2008.
- Ms Word, Ms Excel (i.e. maintaining sheets, using of Vlook-up, Hlook-up etc.).
- Tally ERP 9.0 with GST.
- CCC certificate course.

- Digital marketing using EBC (A + content manager).

Skills

- Fluent in Hindi and English •Flexibility •Creativity •Nonverbal communication •Patience and perseverance

Projects

- **RSA : An Automated Industry**

Role : Analysts, designer and coder.

Front End :Visual Studio 2010

Back End :SQL Server 2008

Number of Team Members :3

Project Description: The project is basically based on CRM model (i.e Customer Relationship Model) whose basic aim is to maintain a healthy relationship between company and their customer respectively

Language

- English
- Hindi
- Urdu

Interests

- Watching movies
- Cooking food
- Travelling

Personal Details

Father's Name :Mohd. Aziz

Mother's Name : Mrs.Farzana Aziz

Date of Birth : 02nd December 1990

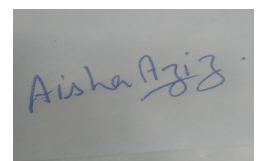
Nationality : Indian

Marital Status : Single

Gender : Female

Declaration

- I hereby declare that information given above is complete & true to the best of my knowledge



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