

Shyam Singh

Flat 101, A-28, Ujas Appartments
Dwarka Mor, Delhi - 110059
Mob: +918527191216
Email- shyam27singh@gmail.com

Respected Sir (Dir. HR Deptt.)

Kindly find enclosed my Resume, which give details of my education, Professional Experience and computer skills.

I posses strong morals, which lead me into long hard hours at school and full time job in order to succeed in a challenging environment. These values also motivate me to perform diligently and loyally and in the best interest of my employer. I know that commitment, dedication and intelligence is required in an industrial sector, all of which you can find in me.

It would be a great pleasure for me, if I were given a chance of interaction with you & your Organization. Please contact me at the above-mentioned address/Mobile No.

Hope to receive a favorable reply from your side.

Sincerely Yours,

SHYAM SINGH

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CROSSPONDENCE ADDRESS:- FLAT 101, A-28,

Ujas Appartments, Dwarka, New Delhi

PHONE :- +918527191216

E-MAIL :- shyam27singh@gmail.com

Education Qualification

Digital Marketing Course From Hi-Aim Institute, Karol Bagh, New Delhi.

Two year Masters in Business Administration (MBA – Marketing & IT) from National Broadcasting Academy (NBA) affiliated from GJU University Hisar.

Three year degree (B.Sc-IT) from Sikkim Manipal University, Lucknow, U.P

- Matriculation with science group from Police Modern School, Lucknow.
- Intermediate with Accounts group from Police Modern School, Lucknow.

Work Experience

Currently working as a **Digital Marketing Manager** in MB Jewellers , Okhla Phase 1, Delhi - 110020.

Time period - Feb, 2017 to till now

Position -Digital Marketing Manager

Company profile – Gold , Diamond Jewelry &
Fashion Accessories

Worked as **Digital Marketing Associate** in Horizons Holidays Pvt Ltd, New Delhi.

Time period -- Aug 2015 to Feb 2017

Position – Digital marketing Associate

Company profile – Travel & Tourism

Job profile

- Responsible for Daily Postings on all 6 Mediums (Facebook, Instagram, Twitter, Pintrest, Tumblr, Google +) For MBJ & LOUPE.
 - Social media monitoring & Online reputation management.
 - Posting Different Creatives on Instagram for loupe.
 - making analysis of all the social media post.
 - Creating Social media calender of loupe & MBj.
 - Working with the design team on implementation of creatives.
 - Developing, implementing creative, checking effectiveness of Digital Marketing plans.
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- Understand and research consumer behavior, change communication across all channels based on the same research.
- Creating Digital Marketing Plans for the upcoming events.
- Looking after E- commerce channels like Amazon, Myntra, Alibaba, Velvetcase etc.
- Keeping an eye on the off line channels and fulfilling their requirements for Zurie, Pernia's pop up, blumuslin, mozarto, aza fashion, Jivaana, lulu & sky, popup gallaria, sopritti, The secret label.
- Generating SKU & EAN Code for the products.
- Working with the Photographer for the product images and their Sizes.
- Research Work for the Upcoming App & Website for MBj.
- uploading all the Product Images on different Portals.
- Keeping Track of stock with the team.
- Keeping track of all the invoices & their payments.
- Website Designing and planning with word press & Shopify.

Area of interest

- Playing & Watching Cricket, Surfing Internet , Researching New Trends

Software proficiency

- Good Knowledge of Computer Applications.
- Good knowledge of **MS-excel & Word**

Strengths

- Enjoy working as a team and ability to adapt quickly.
- Good communication Skills.
- Passion for creativity and ready to learn.
- Fervor for research

Personal Details

Date of Birth : 21 July 1988
Father's Name : Mr.Lakhan Singh

Gender : Male
Marital Status : married

Declaration

I do hereby declare that the particulars of information and facts stated herein above are true, correct

and complete to the best of my knowledge and belief.
Thanking you.

**Yours Sincerely
(Shaym Singh)**