**Resume**

**Umar Mustafa Sardar**

**Mobile:** +91-7666202157

**E-Mail:** Umar141947@gmail,com

 **PERSONAL DETAILS**

**Date of Birth:** 14th August, 1998

**Permanent Address:** 55/59 Nishan pada Rd, Noor Building , 2nd Floor ,Room no 13th ,Dongri , Mumbai 400009

**Nationality:** INDIAN.

**Marital Status:** Single.

**Hobbies:** Singing, & Travelling ,

**Languages Known:** English & Hindi

 **JOB OBJECTIVE**

To implement my knowledge being part of result oriented team in order to enhance abilities to achieve the company goal as well as personal goals.

I want to Excel in this field with hard work, perseverance And Dedication

 **QUALIFICATION**

* B.M.S Graduate in (2020) Mumbai University
* Digital Marketing Course

 **WORK EXPERIENCE**

**Herbolab India Pvt Ltd , Dr.Vaidyas The New Age OF Ayurveda**

* (1.7 year’s Experience )

**Food Darzee Tailor Made Nutrition**

* (5 Month’s Experience)

**Job profile:**

* CRM Executive
* Selling the Medicine on Ecommerce Platform online, Inbound & Outbound Calls
* On hold Calls , Abandoned Calls , Incoming calls ,
* Handling the customer Queries & Convincing them to place the order.
* Customer payment Check
* Data pulling from backend
* Working from July 2020

 **Skills**

* Good Communication , Quick Learner. Basic Knowledge of Excel
* Hard Working , Punctual ,
* Basic knowledge of SEO Off page and On page

 **DECLARATION**

All the statements made in the resume are true & correct to the best of my knowledge & belief. I assure that I will be confidently accomplishing the chance given to me.

Place: - Mumbai.

**Umar Mustafa Sardar**