MANISH VALEJA

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B-36 , Room no. 216 ,Near Bhatia Hospital Ulhasnagar-421005, Dist - Thane.



OBJECTIVE

Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings.

EDUCATION

Bachelor in Banking and Insurance. Smt. CHM College. (Mumbai university 2022)

HSC

Sri Gangaram Sindh National college (Mumbai University 2016)

SSC

Baba Sai Convent High School (Mumbai university 2014)

SKILLS

- •Excellent communication and interpersonal skills
- •A clear understanding of digital marketing concept And Keywords Planner practices.
- •Knowledge of Search engine optimization to increase the organic traffic. (On Page and Off page optimization
- •Ability to plan & run a Google AdWords Campaign.
- •Knowledge of Google Analytics to track and report website traffic.
- •Ability to manage campaign for Social Media Platforms. (Facebook, Instagram, LinkedIn, Twitter, etc.
- •Fundamental Knowledge of Email Marketing .

CERTIFICATIONS

- · Basic computer knowledge.
- Certified in Digital
- Marketing Master Program DMTI SOFT PRO, Thane
- Certificate course by Google -
- Google Ads Display
- Google Ad Shopping
- Google Ads Video.
- Google Ads Search.

PROFESSIONAL EXPERIENCE

FRESHER

TECHNICAL TOOLS

- ☐ Google AdWords
- ☐ Google Analytics
- ☐ Keyword Planner
- □ Canva
- ☐ Mail chimp

PERSONAL INFORMATION

- Date of Birth
- 07/10/1998
- Marital status
- Unmarried
- Gender
- Male
- Languages
- Hindi, English and Sindhi
- Nationality Hindu

Declaration

I hereby declare that the above information given by me is true to best of my knowledge.