

AAQUIB MOIN

Event Manager & Visual Merchandiser



CONTACT

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Aaquib Moin

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MAIL

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SKILLS

Operations & MICE
Strategic Planning
Execution
Photography
Project Management
Sound & Light Management
Event Budget
PnL Calculations
Sourcing venues
Managing suppliers
Design and styling
Organizing promotion
Managing onsite deployment
Post-Event analysis

HOBBIES



LANGUAGES

English
Hindi
Urdu

PROFILE

A skilled independent professional with extensive experience in Marketing, Events, and Travel Industry. Experienced in Developing, Executing, and Managing various successful fundraising and special events & attended the same industry-related seminars, received & studied many publications and websites, and followed the latest market trends. Experienced in Merchandising Retail Industry with dynamic & creative ideas with a proven track record of generating long-term revenues and sustainable success.

WORK

Operations Executive

PMG Integrated Communications Pvt. Ltd. New Delhi. | Oct. 2019 – Present

- Organized and prioritized work to complete assignments in a timely, efficient manner.
- Vendor negotiations, Stage, Light & Sound setup for Corporate Events for multiple clients.
- Stage Set-up & Logistics for HPE CDCT OnTour- Lonavala.
- Organised AV set-ups in 8 cities for launch of the campaign for HPE PointNext Services Campaign.
- Set-up & Hotel Coordination for Cisco techday with Genpact
- Show Running & Event Staffing for Cisco Webex CXO Collaboration.
- AV Set-up, Logistics & Event staffing for British Council One SSC Meet-2019.
- Office branding & opening of HPE, ITDA by Chief Minister of Uttarakhand.
- Stage & AV setup for bloggers of Delhi & Hyderabad for Cinepolis National Popcorn Day.
- Stage set-up and registrations through out the event for ABC Trade Conference 2020.

Project Executive & Supervisor

PMG Integrated Communications Pvt. Ltd. New Delhi. | Jul. 2018 – Sep. 2019

- Worked well independently and on a team to solve problems.
- Hotel check-ins and registrations for the Googlers round the globe for a conference and an intercity tour for Google APMM.
- Logistics and Event staffing for Oriflame Novage Launch.
- Set-up at Google Signature Tower and hotel reservations for Internet Saathi Event.
- Organised set-ups & arrangements for rural area women for their digital empowerment by giving them cell phones, tablets and cellular connections for free, to spread the word of Digital India.

Store Visual Merchandiser

Bestseller New Delhi. | Apr. 2016 – Apr. 2017

- Producing window displays, signs, interior displays, floor plans, and special promotions displays.
- Read scripts and consult directors and other production staff in order to develop design concepts & plan productions.

Sales Optimizer

Bestseller New Delhi. | Apr. 2015 – Apr. 2016

- Research production specifications, costs, production materials, & manufacturing methods, & provide cost estimates & itemized production requirements.
- Modifying and refine designs, using working models, & changes in design trends.

Fashion Consultant

G & B Fashions Pvt. Ltd. New Delhi | Mar. 2014 – Apr. 2015

- Responsibilities include providing fashion advice; choosing and coordinating outfits for models
- Choosing props and accessories and preparing them for shoots.

Photographer

Freelancer | May. 2013 – Jan. 2014

- Selected and set up props, backdrops, and lighting.
- Photographed high-quality images for both print and internet distribution.

EDUCATION

Photography(Diploma)

Jamia Millia Islamia
2011 – 2012

Senior Secondary School(Humanities)

Dev Samaj Modern School, New Delhi
2009 – 2011

Secondary School

Dev Samaj Modern School, New Delhi
2007 – 2009

CERTIFICATE

-Fundamentals of Digital Marketing: Google Digital Garage Learning

BEYOND THE BOOKS

- Copywriting for Conversions: How to Write Persuasive Content: Alison
- Graphic Design: Alison