

Curriculum Vitae

AADIL AHMAD

Address:

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CAREER OBJECTIVE

- To work with a challenging and growing organization where skills grow and professional education will be utilized towards continuous growth and advancement in the accounting field.

WORK EXPERIENCE

Boozeey (Deal-Crush app) Hospitality Services Private Limited as an Operations Analyst.
Oct 2018 to till now.

Managed day-to-day operations including comprehensive understanding of how to manage organizational functions.

Key responsibility areas: s

- Responsible for maintaining Daily and monthly reports, analyzing the cases.
- Upload data on CRM and extract after updating by backend team.
- Follow up with vendors regarding payment arrear or delays and coordinate with them.
- Prepare reports on excel using different reporting tools and formula.
- Practical experience and expertise in handling various Data and Reporting.
- Preparation of client servicing reports for complex and sensitive clients.
- Coordinate with technical support team to ensure that process is running smoothly.
- Collaborated with company such as Mobikwik, Freecharge, shopperstop, TMW (Mobile Wallet) & trusts to generate the revenue and source from these.
- Promoted app on offline and online to create brand awareness.
- Worked on Deal-Crush (App) analyzed Customers need to sell membership in efficient manner.
- Prepared presentations for colleges to represent our app & show feature of the app to get customers and generated paid membership sourcing means to get paid user.
- Have knowledge and basic understanding of Digital Marketing, Email Marketing, Google AdWords, Facebook Campaign through working with digital team.

ACADEMIC QUALIFICATIONS

- Pursuing MBA from Symbiosis University (Finance) in Distance mode.
- Bcom from CCS University in 2018 with 1st Div.
- Intermediate from C.B.S.E. in 2015 with 1st Div.
- High School from C.B.S.E. in 2013 with 2nd Div.

COMPUTER SKILLS

- Basic Computer Course and MS-Office (Word, Excel, PowerPoint).
- Diploma in Financial Accounting (Tally including GST, T.D.S, POS, Payroll).

LANGUAGE SKILLS

- General English course at the British Council.
- IELTS classes at the British Council.

PERSONAL DETAILS

Date of Birth	:	18-7-1997
Marital Status	:	Unmarried
Father's Name	:	Mr. Shameem Ahmad
Nationality	:	Indian
Language Known	:	English & Hindi

DECLARATION

I hereby declare that all the information is true and can be produced at the time of demand.

Date:

Place:

(AADIL AHMAD)

