## Sahil Arora

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## Curriculum vitae

**Objective**

Due to experience gather by working in various domains. I consider myself as a person with good interpersonal skill and communication. I want to participate in the Global Emerging trends in the field of business & grow both as a person & as a professional while being resourceful, innovative & flexible.

**Profile summary**

* Possess excellent leadership, managerial and convincing skills.
* Have ability to actively learn and perform multiple duties at once.
* Proficiency in Microsoft Word, Microsoft Power Point and Microsoft Excel.
* Internet Savvy, Good at handling emails.
* Patient, attentive, humble, and adaptable to new and challenging working atmosphere.
* A good listener and learner.
* Good at handling the situation and pressure with immense maturity and active state of mind.
* Good at verbal and written communication.
* Good at sports, especially cricket.

**Proffesional experince Total: 5 Years**

Organization: - Noon (Subject Matter Expert)

Duration: - (September 2017 – Feb 2020)

**Subject Matter Expert**

* Conducted training and induction sessions within and outside the team (Dubai Team)
* Handled individual projects:
* Variant creation
* Brand creation
* Size standardization and size charts
* Brand filtration and site audit

**Team Leader**

* Led a team of 16 people for operations
* Led a team of 12 people for Quality analysis (operations)
* Recruited team members
* Automated several operation processes with tech team

**Senior Executive:**

* Handled Catalogue Operations
* Conducted Team Guidance Sessions

Organization: - Snapdeal (Senior Catalog Operations Executive)

Duration: - 2 Years (August 2015 – September 2017)

**Fashion Category**: Roles & Responsibilities

* Content preparation
* Quality Check
* Catalogue listing & Admin Panel Operations
* Handled Project as Team Leader
* Catalog Operations, Handling IPS Issues

**Books Category**: Roles & Responsibilities

* Online Listing of books
* Coordinated with different teams
* Maintaining data at backend admin panel

**EDUCATION AND INTERESTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| S.No | Exam | Board | Year of Passing | Score |
| 1 | X | C.B.S.E | 2005-2006 | 50% |
| 2 | XII | IGNOU | 2007-2008 | 52% |
| 3 | BA | Open School of Learning (DU) | 2008-2011 | 54% |

My interests are playing Snooker, Volley ball, Cricket and Badminton.

I declare that above mentioned particulars are true to the best of my knowledge.

Date Sahil Arora