**JASMEET SINGH**

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**Mobile:** 9899515484

**Date of Birth:** 10 September 1992

**Address:** 387 Ram Nagar, Krishna Nagar, New Delhi- 110051

**OBJECTIVE**

My objective is to secure a challenging position where I can effectively contribute my skills that offer professional growth

**EDUCATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Course** | **Institution** | **Performance/Result** |
| **2012-2015** | B.A. Programme | SOL, University of Delhi | 52% |
| **2012** | Humanities (Intermediate) | Universal Public School, NIOS Board  | 72% |
| **2010** | Matriculation | Universal Public School, NIOS Board | 60% |

**Analyst at Paytm Payments Bank**

(September 2018-October 2019)

1. Investigated fraud cases from the PAYTM wallet / bank accounts
2. Worked across multiple teams to help customer recover the fraudulent amount

**Associate at StompMarket Pvt. Ltd**

(July 2017-August 2018)

1. Managed Amazon's 10 different accounts across 5 continents
2. Worked on company's all social media channels

**PROFILE HIGHLIGHTS**

* Quantitatively-inclined potential graduate with good speaking and multi-tasking skills
* Strong written and oral communication, facilitation and negotiation skills
* Highly motivated self-starter with excellent management and organizational skills
* Proactive team player with ability to work independently, manage multiple deadlines
* Inspired and innovative

**COMPUTER** **PROFICIENCY**

* Proficient in working on Salesforce CRM
* Elementary knowledge of HTML and SQL
* Significant knowledge of MS OFFICE (Excel, power-point, word)

* Hands-on experience in Social Media marketing
* Google Ads Search Certified
* Elastic search

**LANGUAGE PROFICIENCY**

* + Professional proficiency in English, Hindi and Punjabi
	+ Elementary proficiency in Mandarin

**EXTRACURRICULAR** **ACTIVITIES**

* Enrolled in a verbal communication cum personality development program from Swiss School of Language
* School’s cricket team captain having played in the DDCA league
* Meritorious performance in various Debate and Art competitions

 **INTERESTS**

* + Reading
	+ Traveling
	+ Sports (Cricket and Football)