**PERSONAL DETAILS**

**Name:**  Mr. Kunal Bhardwaj

**DOB:** 10-09-1993

**Age:** 27 years

**Mother Name:** Mrs. Usha Sharma

**Father Name:** Mr. Ravi Kant Sharma

**Hobbies:** Travelling, Reading spiritual & life-related Books, Photography and Music.

**OBJECTIVE**

To secure a challenging position where I can effectively utilize and contribute my skills and abilities to an organization that offers professional growth while being resourceful, innovative and flexible.

**ACADEMIC QUALIFICATION**

**Course:** Masters of Business Administration

**Specialization** (Dual): 1.Marketing 2.Human Resource

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| --- | --- | --- | --- | --- |
| **Year** | **Course** | **Name of Board/University** | **Percentage** | **Division** |
| 2017 | MBA | Chandigarh University, Gharuan | 75% | 1st |
| 2015 | B.B.A | Kurukshetra University , Kurukshetra | 56 % | 2nd |
| 2012 | XIITH | ST. Joseph’s Senior Secondary School, Chandigarh | 53 % | 2st |
| 2010 | XTH | ST.Joseph’s Senior Secondary School, Chandigarh | 55.1% | 2st |

**MANAGEMENT TRAINING AND PROJECT DETAILS**

|  |  |
| --- | --- |
| **Company Name** | MODERN AUTOMOBILES LTD , Panchkula[Haryana] |
| **Project Title** | To know customer Attitude Towards Maruti Suzuki Cars |
| **Training Period** | 1st June – 15th July 2017 ( 45 Days ) |

**WORK EXPERIENCE**

* **Designation :-** “Business Development Executive / Online Bidder”
* **Company 1 :-** Bliss IT Solutions Pvt. ltd
* **Location:-** 3rd floor, Netsmartz house, plot no. 10, Rajiv Gandhi Technology Park, Chandigarh
* **Duration :-** 8 months 14 days (including starting of 3 months training)
* **DOJ**:- 18th May 2018.
* **Work:-** Generating leads via Bidding portals, Upwork for Core Php , Web and Graphic Designing.
* **Designation:-** “Business Development Executive /Online Bidder/SEO Analyst”
* **Company 2:-** Nysoftech India Pvt Ltd.
* **Location:**- 1st floor, Netsmartz house, plot no. 10, Rajiv Gandhi Technology Park, Chandigarh.
* **Duration:**- 1/5 years.
* **DOJ:**- 4th March, 2019.
* **Work:- 1.** Generating leads via Bidding portal Upwork for Digital Marketing field (SEO & SEM)

**2.** I’d changed my profile to BDE to SEO Analyst in the same company & my role was to do SEO on clients websites, thus getting their businesses ranked on Top Page of SERPs using ‘white-hat’ SEO techniques (keyword research, SEO audit, on-page & off-page)

**COMPUTER SKILLS**

* Proficient in use of MS Office(MS Word, MS Excel and MS Powerpoint)
* Knowledge about Internet and World Wide Web.
* Good efficiency on apps like Google Drive, Google sheets, skype, Dropbox & Canva

**CORE MANAGEMENT COMPETENCIES**

* Analytical and Problem solving abilities.
* Good Communication and Listening skills.
* Behavioural skills such as Confident, Initiator and provides motivation.
* Leadership qualities.

**AWARDS AND ACHIEVEMENTS**

* Earned ‘Google Analytics Individual Certification’ to gain skill knowledge about Google webmasters.
* Earned Certification for Topic ‘Fundamentals of Digital Marketing’ from Google Garage to enhance my skills in the field of Digital Marketing.

**DECLARATION: - I** hereby, declares that the information furnished above is true to the best of my knowledge.

**Name:** Mr. Kunal Bhardwaj

**Contact No:** +91- 8699382343

**Address:** Flat no 1A , Shree Shyam Residency, Peermuchalla Adjoining

Sector 20 , panchukula 140603

**Email:** kun.bhardwaj@gmail.com

Date:-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Place:-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_