

# Raman Garg

Problem Solver | Quick Learner | Analytical | Adaptable

#142, Saini Vihar, Phase - 5  
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## OBJECTIVE

Seeking a suitable position in your esteemed organization where my technical and analytical skills can be employed and aid in the success of the organization.

## EXPERIENCE

### 42Works Info Solutions Pvt. Ltd, Mohali — SEO Executive

MARCH 2019 - PRESENT

- Worked on Off-Page SEO for law firms which includes :
  - Weekly Google My Business Submission
  - Event Submission
  - Scholarship Submission
  - NAP Building
  - Lawyers Social Profiles
- Worked on Monthly Traffic Reports which includes :
  - Google Analytics Data
  - Call Volume
  - Ahrefs Data
  - Contact Forms from Wordpress

### Patentskart, Panchkula — Patent Analyst (Trainee)

AUGUST 2018 - SEPTEMBER 2018

- Learned about the patent terminologies and the processes involved to analyse the patents.
- Have worked on various patent databases e.g. Google patent database, European patent database.

## EDUCATION

### Chitkara Institute of Engg & Tech, Rajpura — BTech

JULY 2011 - JUNE 2014

- Scored an overall 70.77% in BTech (Mechanical Engg.)

### SUS Polytechnic College, Mohali — Diploma

AUGUST 2008 - JUNE 2011

- Scored an overall 73.30% in Diploma (Mechanical Engg.)

## SKILLS

- MS Office
- Google Analytics
- Search Engine Optimization
- Search Engine Marketing
- Social Media Marketing
- Basic Knowledge of HTML

## CERTIFICATIONS

- Fundamentals of digital marketing - **Google Digital Garage**
- Content Marketing and SEO Fundamentals - **SEMrush Academy**
- Getting Started with digital marketing - **upGrad**

## ACHIEVEMENTS

- Secured an overall **2nd** position in academics in diploma.
- Secured **42nd** rank out of 1100+ students in an entrance test for MTEch conducted by Punjab Engineering College, Chandigarh.

## ADDITIONAL RESPONSIBILITY

- Quality Controller

## LANGUAGES

- English