

SHAKEEL PATHAN

SOCIAL MEDIA MANAGER

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PROFILE SUMMARY

To take my workplace at the best position i would like to learn and accommodate as per new technologies changes. I would like give my best for making my workplace best at its current field and field in which it is researching.

PROFESSIONAL SKILL

Facebook ads Google ads
Photoshop Illustrator
Canva WordPress

TECHNICAL SKILL

HTML & CSS OS installation
C & C++ Troubleshooting
Google sheet Hardware setup & repair

EDUCATION

Diploma in Computer Science 2021
Shreeyash college of Aurangabad

HSC 2015
Deogiri College of Aurangabad

SSC 2012
Moin ul-uloom high school, Aurangabad

WORK EXPERIENCE

Social Media Manager + System Administrator

Global Websoft, Aurangabad

August, 2019 – Present

Social Media Manager & Desktop support (Feb 2020 – Present)

- ✓ Planned innovative social media campaign ideas
- ✓ Conducted social media engagement, traffic and conversion campaigns
- ✓ desktop support, including hardware/software troubleshooting, user assistance, networking setup, configuration

Social Media Executive (Aug 2019 – Feb 2020)

- ✓ Managed social media accounts and monitored online presence of brands
- ✓ Conceptualized and executed social media campaigns

System support & repair

December, 2018 – June, 2019

Laptop clinic, Aurangabad

- Hardware Setup and Configuration
- Software Installation and Troubleshooting
- Network Installation and Configuration
- Virus and Malware Protection
- Remote Assistance