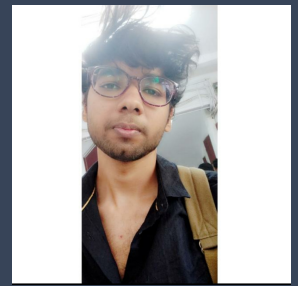


Taabish Shaikh

Website handler, Content Writer, Social media promoter.

Handled Business Operations and Logistics for Body Tantrum pvt limited and Perfume Addicted pvt limited.



@shaikhtaabish



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+91 9987259288



Mumbai

WORK EXPERIENCE

A. Body Tantrum pvt Company: (started in Year 2016 for the periods of 8months)

1. Interactions with clients & customer care of all E-Commerce Online portals.
2. Photoshop images to match the guidelines & requirement of E-Commerce online portals.
3. Monitoring courier team.
4. Maintaining Inventory and Online stock.

B. Perfume Addicted pvt Company: (Work as an freelancing started from January 2019).

1. Perfume listing on website via Magento panel.
2. Handling courier department.
3. Handling Instagram Brand account.
4. Stock management.

C. Deadlockgames: (Started blogging in May 2010 as an Hobby)

1. Writing content about Modded Android Games and Application.

D. Quickheadlines: (Started in the month of december 2018 for college internal assignment)

1. Writing news article with a mixture of little meme's in it.

E. Velji's perfumes: (Currently working here)

1. Handling perfumes stocks on Miracle software.
2. Purchase and sales data entry on Miracle.
3. Listing Perfumes on website using Magento panel.

EDUCATION

Bachelor in mass media: (TYBMM) Burhani College of commerce.

2015 – 2017

Rank: 2nd

Master in communication and journalism: Hinduja College of Commerce. (First Year)

2018

GPA: 7.50

Master in communication and journalism: Hinduja College of Commerce. (Second Year)

2018

GPA: 7.50

SKILLS

Relationship Management

Strategic Planning

Decision Making

Leadership

Social media promoter

Data Analysis

Time Management

Organisational planning

Microsoft Office Suite

PROFESSIONAL EDUCATION

ACHIEVEMENTS

- 1) 2nd rank in department of bachelor of Mass Media (BMM)
- 2) Wrote a Thesis, contributing our thoughts on "Minorities in Muslim populated area" and "the Changing Narrative of Clicks and Tricks" in 2018/2019 to Department of Mumbai University.

LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

Marathi

Limited Working Proficiency

INTERESTS

Watching Movies

Volunteering **Trekking**

Building gaming pc's

Promoting social media campign.

❖ **Profile:**

Name : Mohammed Taabish Shaikh
Father's Name : Mohammed Rizwan
Sex : Male
Marital Status : Single
Date of Birth : 21-04-1997
Nationality : Indian
Permanent Address : 155 bldg no,4rd floor,
Bapu khote street,
Jamli mohalla,
Mumbai-400 003.

Declaration:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: Mumbai
(MOHAMMED TAABISH SHAIKH)