

SEEMA RAJURWAR

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EXPERIENCE

2/2020 - Present

- In "MWELL SOFTWARE SOLUTION", Pune – as Salesforce Admin One year of professional experience in implementing & developing application on Salesforce platform.
 - In "Mwell software solutions" Worked on Salesforce Administration, Configuration, Customization, and Integration and & so on...
 - Performs system administration functions such as user management (profiles and roles), field and validation rule configuration, record types, picklists, page layout management, email templates.
 - Work with custom workflow, notifications, approval processes, and Lightning Process Builder.
 - Develop reports and dashboards for various teams and departments throughout the organization. Guide them with self-service report writing and dashboard maintenance.
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SKILLS

- Relationship
 - Validation Rule
 - Formula Field
 - Page Layout
 - Compact Layout
 - Record Type
 - Lead Assignment Rule
 - CPQ (Configure Price Quote)
 - Email Alert by Workflow
 - Email Alert by Process Builder
 - Web form to lead
 - Sharing & Security
 - Triggers
 - Asynchronous Apex
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EDUCATIONAL DETAILS

1. Master of Computer Application -78.66%
2014
2. K.R.M. COLLEGE, NANDED. Bachelor of Computer Application - 66.43%
2011
3. Yeshwant College, Nanded. HSC – 75.17%
2007

4. Peoples High School- 50.26%
2005

PREVIOUS EXPERIENCE

Techsurvi

SEO Analyst & Social Media Marketing

Roles and Responsibilities:

- 1) Create Poster & Post to all Poster sites; Upload on all social media sites
- 2) Review Implementation
- 3) Keyword Searching
- 4) Online Reputation Management
- 5) Content Writing

Noyer Overseas India Pvt. Ltd.

Sales Co-ordinator

Roles and Responsibilities:

- Manage & Implement the all E-commerce sites
i.e. – India Mart, Trade India, Alibaba, Amazon, Export India & So on...
- Mail Implementation
- Purchase Order, Quote, Invoice & etc... creation.
- Product Poster Creation & Upload all social media sites.

PERSONAL DETAILS

- **Date of Birth** - 28 March 1990
- **Languages Known**- Marathi, Hindi, English
- **Address** - Sr. No. 129/388, near K. F. Bioplant, "Chintamani Housing", Society, Mhasoba Wasti, Manjari, and Pune – 412307.

Thanking you,

S.G. Rajurwar.