

Nainsi Gupta

Seeking an opportunity with an esteemed organization where I can utilize my skills and enhance learning in the field of work capable of mastering new technologies.

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EXPERIENCE

Freenlacing — *Freelancing as a SEO Executive*

Sep 2020 - Dec 2020

As a freelancer I was working on Off page SEO on following activities : SBM , WEB 2.0 , INFOGRAPHICS , BLOG SUBMISSION , IMAGE CREATION, SLIDE SHARING , VIDEO EDITING

DESIGNING TOOLS Filmora 9 , Canva

GHD Infra Developers Pvt. Ltd — *Inside Sales and SEO Executive*

Jan 2021 - Dec2021

About Company

GHD Infra Developers has been in development since 2006, capturing the maximum opportunity offered by the growing Real Estate markets in India. The Group prides itself on its integrity, quality and fabulous work. Apart from that the company is strategically planning its construction activities by various Joint Ventures and Consortium with construction and hospitality giants.

Job Role & Responsibilities

- Lead generation through portal and social media
- Cold calling
- Entered all customer information into company database keeping confidentiality in mind at all times
- Maintain all activities related to product marketing & provide support to sales & establish effective marketing solution
- Call potential customers to describe services offered
- Explain to customers how the company can help them not just sell to them
- Follow up with customers leads or previous customers
- Closing deals with customers
- SEO off page activities, like SBM, Web 2.0, Classified, Image

SKILLS

MS-Excel

MS-Word

Powerpoint

Google Spreadsheet

AWARDS

**Completed NPTEL
Certification in May 2018**

**Digital Marketing
Certification from MITS**

LANGUAGES

English, Hindi

Creation

- Handling social media platforms like Facebook, Instagram, Twitter for lead generation

(Client location -Vaco Binary Semantics)T&N Business Services Pvt. Ltd

— Sales Executive

Dec 2021 - Present

About Company

Vaco Binary Semantics delivers the finest services across India & outside in multiple domains so that you can focus on your core business. We outsource wide-ranging managed services varying from Technology-enabled resiliency services to strategy & domain consulting.

Job Role & Responsibilities

- Account analysis on various E-Commerce platform
- Feedback call on existing clients
- Proactively manage renewal opportunities and activity pipeline for assigned seller
- Maintain sales report on CRM and Excel
- Upselling & Cross Selling
- Provide training to new joinee
- Lead generation through various platform

EDUCATION

Madhav Institute of Technology & Science — MCA

2020

Jiwaji University — B.SC

2017

Balak Mandir Higher Secondary School — 12th

2013

Tirupati Blessed High School - 10th

2011

Date

Place

