
MD ALI REZA SIDDIQUE

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Kolkata=700014



SKILLS:-

ON PAGE SEO, OFF PAGE SEO, TECHNICAL SEO

BILLING DATA ENTRY, SELL AND PURCHASE, FILLING REPORTS TYPING ETC.

ADVANCE EXCEL, VLOOKUP, HLOOKUP, PIVOT TABLE SLICER, SORTS AND FILTER ETC

TALLY PRIME, BASIC COMPANY CREATION SALE AND PURCHASE ETC

EXPERIENCE:-

1) COMPUTER OPERATOR IN ZS CREATION GARMENT SHOP CURRENT FROM MARCH 2018

ASSISTED IN RECOVERY ACTIVITIES TO RESTORE NORMAL OPERATIONS AFTER OUTAGES.

VERIFIED ACCURACY AND SORTED INFORMATION TO PREPARE SOURCE DATA FOR COMPUTER ENTRY.

PERFORMED DATA ENTRY TASKS, INCLUDING UPDATING CUSTOMER INFORMATION IN DATABASES.

2) SEO EXECUTIVE NINE MONTHS JULY 2017 TO MARCH 2018 IN MILLIONTECH PVT LMTD

CONDUCTED RESEARCH TO DETERMINE IDEAL MARKETS FOR PRODUCTS AND SERVICES.

OPTIMIZED WEBSITE CONTENT FOR BETTER SEARCH ENGINE RANKINGS.

LED DAY-TO-DAY MANAGEMENT OF SEO PROGRAMS ACROSS CLIENT PORTFOLIO.

COLLECTED AND ANALYZED MARKET RESEARCH DATA FOR USE IN FORECASTING.

CONTRIBUTED TO OFF-PAGE OPTIMIZATION ACTIVITIES SUCH AS LINK BUILDING, LINK RECLAMATION AND OUTREACH.

CONDUCTED LINK BUILDING ACTIVITIES TO BOOST ORGANIC SEARCH RESULTS.

CERTIFICATION: _

DIPLOMA IN COMPUTER EDUCATION

CERTIFICATE IN SEO

CERTIFICATE IN ADVANCE EXCEL

CERTIFICATE IN TALLY PRIME

QUALIFICATION:-

BA ARTS(HIST HONS) FROM CALCUTTA UNIVERSITY IN THE YEAR 2017

LANGUAGES KNOWN:- HINDI, ENG, BENGALI AND URDU

ADDITIONAL DETAILS:-

FATHER'S NAME:- MD SIDDIQUE FATHER'S NAME:- MD SIDDIQUE

RELIGION:- ISLAM

MARITAL STATUS:-SINGLE

NATIONALITY:- INDIAN

D.O.B :15/09/1992

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