

Muneesha

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Being a **Social Media Manager**, Highly engaged Leads Generator through Social Media Marketing and other tools, Handle Clients, Setup Meetings with consultants, assist in proposal writing. Seeking for new opportunities.

Experience

10/2019 to 10/2020

Social Media Manager

Bluebash Consulting Pvt. Ltd, India

- Monitoring the company's brand on social media.
- Building a social media presence by maintaining a solid online presence.
- Running company social media advertising campaigns.
- Maintain proper engagement with the audience.
- Create engaged content and social media strategies.
- Maintain KPI and Content calendar.
- monitor, track, analyse and report on performance on social media platforms using tools such as Google Analytics and Facebook insights
- Highly organized and efficient ability to work independently or as a part of team proven.

01/2019 to 09/2019

Social Media Manager

Bys Infotech, India

- Handled all the social media profiles and generated leads for the company.

07/2017 to 12/2018

Citrix Administrator

IBM India Pvt. Ltd., India

- Handled Norway's customer and their virtual environments with end to end solutions.

09/2014 to 06/2017

Citrix Administrator

EVERY India Pvt. Ltd., India

- Handled Norway's customer and their virtual environments with end to end solutions.

Certifications/Tools

- ITIL V3 Certified
- Social Media Marketing
- Facebook Marketing
- LinkedIn Marketing
- Instagram Marketing
- Google Analytics
- SEO/SMM
- HubSpot CRM
- Keyword planner/Ahrefs
- Buffer/Zoho
- Content marketing

Personal Skills

- Quick Learner
- Excellent communication skills
- Leadership skills
- Project and time management

Education

Masters of Computer Applications - 2014

Lovely Professional University, India

Bechelors of Computer Applications - 2011

Guru Nanak Dev University, India

Hobbies

- Playing chess
- Listening to music
- Cooking