





Ketan Saurav

D.O.B.: - 03.09.1998

CONTACT

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CAREER OBJECTIVE

Being creative and charismatic with eloquent communication skills, seeking for opportunities to enhance my core skills and adorn my profile with experiences to provide it a broader outlook.

WORK SAMPLES

<https://tellyourstory.in/nh48>

<http://tellyourstory.in/glad-we-met-sad-we-met/>

https://www.youtube.com/watch?v=I_7gZAJ66bU

EDUCATION

- 2014** X (Secondary)
Indian Certificate of Secondary Education
Percentage: 77%
- 2016** XII (Senior Secondary),
Central Board of Secondary Education
Percentage: 73%
- 2019** Bachelor of Business Administration
FBA, GLS University
CGPA: 7.5

INTERNSHIPS

- Business Development (Sales)
Khelo.club
(January 2017 – March 2017)
Approached potential sports institutes and catalogued them on Khelo.club

PROJECTS

Examined production system of wide range of spices and food products at Ramdev food products Pvt. Ltd. and prepared a report for the same

POSITION OF RESPONSIBILITY

Steered International delegates throughout entire exhibition and B2B meetings at Vibrant Ceramics Expo and Summit 2016, Gujarat

Coordinated various sets of events at a national level management fest, Vishleshan+, conducted by NRBBA of GLS University

SKILLS

- MS-Office
- Email Creation
- CRM
- Google Analytics
- Social Media Marketing
- SEO (Beginner)
- Creative Writing
- Communication & Presentation
- Outbound Marketing

PROFICIENT IN:

- English
- Hindi

ACHIEVEMENTS

- Secured 1st position in Interview Zone at Advent 2017, organized by K.S. School of Business Management, Gujarat University
- Secured Runner's up trophy in Global-o-poly at Arthvaad 2017, organized by Ahmedabad University
- Secured 1st position in Logo Making at Spandan 2018, organized by NRBBA, GLS University
- Secured 1st position in Story Writing at Spandan 2018, organized by NRBBA, GLS University
- Secured 3rd position in Debate at Spandan 2018, organized by NRBBA, GLS University

WORK EXPERIENCE

- Business Development Representative
Altudo (Gurgaon, India)
(September 2019 – Present)
Experienced Outbound Marketing while working in the Digital Marketing and (IT) Services industry. Skilled in Customer Relationship Management (CRM), Content Management Systems (CMS), Custom CMS Development, and SaaS.
Market: North America