

CURRICULUM VITAE

NAJMUDDIN AHMED ALI SHAIKH

ROOM NO. 149, CHAWL NO. A, KAWLE KAMYAB CHAWL,
TRANSIST CAMP, SION DHARAVI, MUMBAI-400017.

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CAREER OBJECTIVE:

To be employed with a progressive organization that can make optimum use of my skills, abilities & experience gained for today's competitive industries.

PERSONAL DETAILS:

- Father's Name : Ahmed Ali Shaikh
- Date of Birth : 18th Feb, 1997
- Nationality : Indian
- Gender : Male
- Marital Status : Single
- Languages known : English, Hindi & Urdu
- Hobbies : Listening Music & Playing Cricket

ACADEMIC QUALIFICATION:

Qualification	University/ Board	Year of passing	Percentage
B.COM	Mumbai University	2015-18	58.00 %
12 th	Maharashtra Board	2014-15	58.00 %
10 th	Maharashtra Board	2012-13	70.00 %

COMPUTER SKILLS:

DIPLOMA IN COMPUTER APPLICATION (DCA)

✓ Office Assistant

(Windows, MS-Word, MS-Excel, MS-PowerPoint, MS-Outlook, Internet)

✓ Advance Excel

(Keyboard Operating without Mouse, Formulas, Functions, V-Look, H-Lookup, Pivot Table & Pivot Chart)

✓ **Advance Tally**

(Accounting, Ledger Creation, Accounting Voucher & Inventory Voucher, POS, Payroll, Indirect Taxes, GST)

❑ **GRAPHIC DESIGNING** FROM SHANKAR MULTIMEDIA

- ✓ Adobe Photoshop
- ✓ CorelDraw
- ✓ Adobe Illustrator
- ✓ Adobe Indesign
- ✓ PassportSize Photo
- ✓ Hair Masking
- ✓ Glamour skin
- ✓ Flyers
- ✓ Book Cover
- ✓ Visiting Card
- ✓ Social Media Post
- ✓ Newspaper
- ✓ Adobe XD
- ✓ Adobe Premier Pro
- ✓ After Effects
- ✓ Adobe Character Animator
- ✓ Retouching Images
- ✓ Logo Creation & Tracing
- ✓ Layer Masking
- ✓ Brochures Design
- ✓ Catalogue Design
- ✓ Karizma Album
- ✓ Magazine Design
- ✓ Canva Design & Video Editing

❑ **WEB DESIGNING** FROM SHANKAR MULTIMEDIA

- ✓ HTML
- ✓ CSS
- ✓ HTML 5.0
- ✓ CSS 3
- ✓ MOBILE RESPONSIVE
- ✓ BOOT STRAP 4.0
- ✓ SLICK SLIDER
- ✓ SEO
- ✓ PSD & FIGMA FILE CODE
- ✓ WEB LAYOUT
- ✓ COMMAND PROMPT
- ✓ JAVASCRIPT (BASIC)
- ✓ INTERNET OF THINGS
- ✓ GIT & GITHUB
- ✓ WIX
- ✓ MOBIRISE
- ✓ SHOPIFY
- ✓ FORM VALIDATION
- ✓ JQUERY
- ✓ JQUERY UI
- ✓ SAAS/SCSS
- ✓ LESS
- ✓ BLOGGER
- ✓ SHIPROCKET

ADDITIONAL SKILLS:

- Typing in English with Speed 35 W.P.M

WORK EXPERIENCE

Teaching Experience in

[Maths,Algebra,Geomaterly,Science,Economics,computerization field Excel,msWord ,powerpoint, Tally,Photoshop,Illustrator,Indesign,XD,web Development] **5 years**

INFOLINE DIGITAL MEDIA on Graphic Design **3 months**

TECHVED CONSULTING PVT LTD on Web Developer. **6 months**

SHUTZEN GROUP PVT LTD on Graphic Design **2 months**

Digital Marketing Agency on FALCONOVA SOLUTION PVT LTD **2 months**

Smart Deal and Investment Company

Sept 2023 - Till Now

Google Digital Garage for **Digital Marketing Course**

Web development courses with **Great Learning Certificate**

STRENGTH:

- Ready to take on any challenges
- Shall prove my capabilities & Efficiency towards job responsibility
- Positive attitude

DECLARATION

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Date :

Place:

(NAJMUDDIN AHMED ALI SHAIKH)

