

Hatim Sidhpur

Social Media Manager

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OBJECTIVE

To become a part of a leading organization, which could provide me with a stimulating work environment where I can show my immense potential and caliber to learn and develop new perspectives to enable me to impart my best to the organization.

EDUCATION

SSC <i>N.H English Academy</i>	Mumbai, India
HSC <i>Royal College of Arts, Science and Commerce</i>	Mumbai, India
Bachelors in Management Studies (Marketing) <i>Royal College of Arts, Science and Commerce</i>	Mumbai, India
Diploma in Aviation & Hospitality <i>Frankfinn Institute of Aviation and Hospitality</i>	Mumbai, India
Digital Marketing <i>Google Certification</i>	Mumbai, India

PROFESSIONAL EXPERIENCE

MJ Architects <i>Social Media Manager</i> As a dedicated Social Media Manager, I oversee and curate my client's social media presence, growing the account from 58K to 69.1K in just 45 days . My responsibilities include: <ul style="list-style-type: none">• Content Creation & Editing: Posting and editing reels for various platforms to maintain a consistent and appealing online presence.• PR Handling: Putting entries into various Awards shows• Strategic Planning: Scheduling posts and generating creative ideas based on current social media trends to keep the content fresh and relevant.	08/2024 – present Mumbai, India
Irfan Shaikh - Freelance <i>Social Media Manager</i> <ul style="list-style-type: none">• Instagram Management for Irfan Shaikh: Managing the account with a focus on consistent branding, engaging content, and audience interaction.• Strategic Growth Initiatives: Designed and implemented strategies to boost visibility, engagement, and follower retention.• Audience Growth: Scaled the account from 50K to 690K followers through analytics, collaborations, and targeted campaigns.	01/2022 – present Mumbai, India
Sana Irfan Shaikh - Freelance <i>Social Media Manager</i> As a Social Media Manager, I successfully grew her Instagram account from 0 to 70.6K followers by implementing tailored strategies and engaging content plans.. My responsibilities include: <ul style="list-style-type: none">• Strategic Growth & Engagement Management: I design tailored growth strategies to increase your reach and maintain a strong engagement rate, ensuring your content resonates with your audience.• Content Planning & Execution: I create detailed content calendars to organize and schedule posts effectively, keeping your feed cohesive and aligned with trending themes and goals.• Brand Partnerships & Presence Building: I identify and secure brand collaborations to enhance your visibility while building a strong personal brand that establishes you as an influential content creator in your niche.	05/2022 – present Mumbai, India

Mareesha Parikh

Social Media Manager

05/2024 – 08/2024

Mumbai, India

- **Content Creation & Editing:** Posting and editing reels for various platforms to maintain a consistent and appealing online presence
- **Event Collaboration:** To enhance their visibility and engagement, managing and editing content for significant partnerships, such as The Gourmet Fest (TGF) and WOW Awards Asia.
- **Strategic Planning:** Scheduling posts and generating creative ideas based on current social media trends to keep the content fresh and relevant

ESI Design Studio

Social Media Manager

01/2023 – 08/2023

Mumbai, India

- Handling social media accounts of esidesignstudio
- Responsible for the growth and client management
- Reaching target audience and boosting engagement.

House Of Ritika

Social Media Manager

05/2022 – 12/2022

Mumbai, India

- Handling social media accounts of houseofritika
- Managed cross-platform social media strategy, effectively distributing content across Facebook and LinkedIn to maximize audience engagement and brand visibility
- Handling brand campaigns and creating posts and design

First Source

Sr Customer Service Associate

08/2022 – 04/2024

Mumbai, India

- As a Sales Retention TV specialist, the primary focus is on preserving and enhancing the customer base by employing strategic approaches to minimize churn and maximize revenue
- Retaining customers while effectively upselling broadband and Sim cards

SKILLS

Customer Service Management

Effective oral and written communication

Flexibility & Adaptability

Leadership Skills

Decision Making Skills

SOFTWARE

- Adobe Premier Pro
- Adobe Photoshop
- Capcut
- Powerpoint
- Ms Excel

CERTIFICATES

Digital Marketing | | Google Ads | Customer Relationship Management NSDC Certification | Front Office Associate Certification | AMADEUS Certification

LANGUAGES

English



Hindi



Gujarati



DECLARATION

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