



## CONTACT ME

+923059290024

umerfarooq821@gmail.com

Pakistan

## EDUCATION

### Bachelor in Business Administration

Sarhad University of Science & Technology  
Peshawar  
2015 - 2019

### Higher Secondary School Board Islamia Model College

2013 - 2015

### Intermediate & Secondary Education

Global Education Academy  
2012 - 2013

## SKILLS

- SEO (OFF & ON PAGE)
- Keyword Research
- On-page Optimization
- Analytics
- Content Creation
- Social Media Marketing
- Google Search Console

# Umer Farooq Khan

## Social Media Manager

I'm creative social media expert with more than two years' experience of developing and executing campaigns that have leads to significant traffic and generated leads, the output of my last campaign reached to 30998 people and the engagement is around 10485. I worked in professional organizations where I enhanced my knowledge and skills to boost traffic and followers.

## WORK EXPERIENCE

Social Media Associate

10 Months

### Information & Public Relations Department with KP Government

- Facebook and Twitter Trends Grip
- Social Media Posters Creation
- Content Generation
- Spreading Social Awareness

Data Entry Executive

11 Months

### NADRA Federal Government

- Data Entry Collection
- Good Communication
- Crowd Management

General Manager

10 Months

### Shangrila INN Restaurant

- Social Campaigns Creation
- Video Creations
- Problem Solving
- Leadership
- Decision Making

## CERTIFICATES

- Social Media Public Participatory Platform & Encouraging Civic Responsibilities (Information & PRs Department, GOVT of Khyber Pakhtunkhwa)
- Organizational Behavior: How to Manage People (ISSE Business School Barcelona)
- Islamic Banking & Finance Product Expo and Summer School (CEIF IMSciences)
- Graphics Designing From Kamyab Jawan Program (Government of Pakistan)

## LANGUAGES

- English
- Urdu
- Pashto



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