

DIPENDRA PAUDEL

LOGISTICS / DIGITAL MARKETING

CONTACT

+971556758815

dipendrapoudel155@gmail.com

Dubai, UAE

SKILLS

Management Skill

Digital Marketing

Creativity

Critical Thinking

Adaptability

Leadership

Problem-Solving

Work Under The Pressure

EDUCATION

SLC - 2014 - 2016

Gurukul . E . M .School

Kailali, Nepal

Plus Two - Computer Science - 2016 - 2018

Oxbridge International College

Lalitpur, Nepal

Visa Status - Cancellation

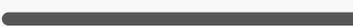
Software Skill :

- Ms Office
- Adobe Photoshop
- Gravity ERP
- Video Editing
- Dynamic Navigation

LANGUAGES

English 

Hindi 

Nepali 

PROFILE

Dynamic and results-oriented Digital Marketing professional with experience in logistics and office administration. Adept at managing marketing campaigns, content creation, and analytics with a strong focus on operational efficiency. Proven ability to adapt quickly in diverse roles, leveraging creativity, leadership, and cross-functional skills to enhance business processes and marketing strategies. Proficient in English, Hindi, and Nepali, with a solid background in digital marketing, negotiation, and critical thinking.

WORK EXPERIENCE

Warehouse Assistant

Noon Ad. Holding LTD

2023 - 2024

- Inventory Management: Track and maintain accurate inventory records to ensure stock levels are up-to-date.
- Order Processing: Prepare and package orders for shipment, ensuring timely and accurate delivery.
- Goods Receiving: Inspect and document incoming goods, ensuring quality and quantity match purchase orders.
- Warehouse Maintenance: Organize and clean the warehouse space, ensuring compliance with safety regulations.
- Stock Replenishment: Monitor stock levels and restock shelves or storage areas as needed.
- Equipment Operation: Safely operate pallet jacks, and other warehouse equipment for moving and storing items.
- Shipping Coordination: Coordinate with shipping carriers to schedule pickups and manage outgoing shipments.
- Reporting: Generate and maintain reports related to inventory, shipments, and warehouse activities for management review.

Digital Marketing

Oxford Corps.

Part Time

- Campaign Management: Plan, execute, and monitor digital marketing campaigns across various channels, including social media, email, and search engines.
- Content Creation: Develop engaging and relevant content for websites, blogs, social media, and email marketing to attract and retain target audiences.
- SEO & SEM Optimization: Implement strategies to improve search engine rankings and manage paid advertising campaigns to drive traffic and conversions.
- Analytics & Reporting: Analyze campaign performance using tools like Google Analytics and provide detailed reports on key metrics such as traffic, engagement, and ROI.
- Social Media Management: Manage social media platforms, engage with followers, and develop strategies to grow online presence and brand awareness.
- Email Marketing: Design and execute email marketing campaigns to nurture leads and drive conversions, optimizing for open and click-through rates.
- Market Research: Conduct research on industry trends, competitor strategies, and audience behavior to inform marketing efforts.