

Partho bhoumik

DATA ENTRY ADMINISTRATOR



CONTACT



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EDUCATION

BBA (Marketing)

SKILLS

- Office MS word
- Database Administration
- Data Entry
- Data Analysis
- virtual assistant
- WordPress Elementor Design
- Offline SEO optimization
- B2B lead generation

PERSONAL STATEMENT

To develop a career in goal organization where I can implement my intelligence, knowledge, Youth, strength as well as quality, performance, and creativity to achieve my target through the organizational procedures where I will able to enhance my knowledge and efficiency.

WORK EXPERIENCE

Data Entry,, Wordpress, virtual assistant, b2b lead generation,

Linkedin, Fiverr, Glassdoor

• About our Service:

- .Data Entry
- .Copy Paste Work
- .Web Research
- .Web Scraping
- .Data Mining
- .PDF Conversion
- .PDF to Excel or Word
- virtual assistant
- keyword research
- .CRM Data Entry
- .Targeted leads
- .WordPress design