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# FAHAD ALI KHAN

Digital Marketer

## SUMMARY

Desire to become successful person and enthusiastically interested in utilizing my analytical and professional skills for worth conception in line with the development of the organization.

## EDUCATION

### KASB Institute of Technology

Bachelor's Degree in Digital Marketing  
2022 – In Progress

### Govt. College for Men Nazimabad

Intermediate (Pre-Engineering)  
2014-2015

## SKILLS

- Strong organizational and time-management skills
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously
- Experience in managing budgets and handling financial documents

## CERTIFICATIONS

- MS Office from Aptech

## PROFESSIONAL EXPERIENCE

### Transmitter Engineer & Studio Co-Ordinator

IFM Radio 91.8 | 2020 – Present

- Managing and maintaining equipment for Live broadcast.
- Editing of Audio Transmission on professional software's.
- Managing deadlines and progress across the team to ensure the task is completed.
- Co-ordinate with anchor person and RJ's about project, events and current affair topics.
- Maintained and ensured accuracy of reports and records

### Tribe Consultant

Customer Service Representative 2019 – 2020

- Provided fast and friendly customer support over the phone.
- Do Live Transfer Lead to Doctors.
- Maintained and ensured accuracy of reports and records.
- Analyzed and reviewed customer service reports to identify potential areas of improvement.

## SOFTWARE SKILLS

Adobe Premiere	□ □ □ □ □
Microsoft Outlook	□ □ □ □
Microsoft Excel	□ □ □ □
Microsoft Office	□ □ □