



SALMAN SHAIK

Date of birth: 27/09/2004 | **Nationality:** Indian | **Phone number:** (+91) 8341419327 (Mobile) |

Email address: salluuhhh@gmail.com |

Address: Sattenapalli, palnadu district, viranjaneya nagar, 11-4-63, 522403, sattenapalli, India (Home)

● ABOUT ME

Passionate about leveraging technology to drive impactful business solutions. Skilled in identifying opportunities and building ventures that create value and foster growth. Dedicated to developing a strong foundation in business and management to lead innovative, tech-driven projects.

● EDUCATION AND TRAINING

12/06/2018 – 14/05/2019 Sattenapalli, India

SECONDARY SCHOOL CERTIFICATE Oxford EM High School

Website <https://oxfordiitschool.com>

15/06/2019 – 23/07/2021 Guntur, India

HIGHER SECONDARY SCHOOL CERTIFICATE Narayana Junior College

Website <https://www.narayanagroup.com>

● DIGITAL SKILLS

Digital Skills - Test Results

Information and data literacy	ADVANCED Level 6 / 6
Communication and collaboration	ADVANCED Level 5 / 6
Digital content creation	ADVANCED Level 6 / 6
Safety	ADVANCED Level 5 / 6
Problem solving	INTERMEDIATE Level 4 / 6

Results from [self-assessment](#) based on [The Digital Competence Framework 2.1](#)

My Digital Skills

Email Marketing | Content Marketing | Web Design | Canva | HTML | Visual Studio Code

Social Media

Facebook Ads | Social Media

Digital Marketing

SEO | Graphic Design | Social Media Marketing

Graphic Design

Microsoft Powerpoint

Web Development

Project Management

● LANGUAGE SKILLS

Mother tongue(s): **TELUGU | URDU**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C1	C1	C1	C1
HINDI	C2	B2	C2	C2	B2
SANSKRIT	A2	A2	A2	A2	A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● COMMUNICATION AND INTERPERSONAL SKILLS

Communication Skills

- **Multilingual Proficiency:** Fluent in Telugu, English, and Hindi, enabling effective communication with diverse audiences.
- **Strong Verbal Communication:** Well-spoken with the ability to articulate ideas clearly and persuasively in discussions, presentations, and debates.
- **Active Listening:** Skilled in attentive listening, ensuring understanding and engagement during conversations and group discussions.
- **Effective in Group Settings:** Experienced in leading and participating in group discussions, facilitating collaborative dialogue, and explaining complex topics in an accessible manner.

● MANAGEMENT AND LEADERSHIP SKILLS

Project Management

- **Active Participation in Team Projects:** Consistently engaged in four group projects, demonstrating a commitment to collaborative success and project outcomes.
- **Leadership in Presentations:** Served as the lead presenter in team projects, effectively communicating ideas and guiding discussions to ensure clarity and direction.
- **Involvement in Team Events:** Participated in multiple team events, fostering team cohesion and building strong working relationships.
- **Contributing Ideas and Advice:** Actively contributed innovative ideas and constructive feedback, enhancing team dynamics and promoting a culture of collaboration.

Event management

- **Event Management:** Successfully organized and managed various school events, including cultural festivals and sports competitions, ensuring smooth execution and high participation.
- **Leadership as Grand House Captain:** Led a diverse team to coordinate house activities, fostering teamwork and encouraging collaboration among members.
- **Strategic Planning:** Developed and implemented strategies for event promotion and participation, increasing engagement and visibility within the school community.
- **Crisis Management:** Effectively handled challenges during events, demonstrating problem-solving skills and adaptability in dynamic environments.
- **Communication and Coordination:** Acted as the main point of contact between faculty, students, and participants, ensuring clear communication and coordination for successful events.

● HONOURS AND AWARDS

15/05/2019

Achievements – Oxford EM High School

Academic Excellence: Achieved top 5 rank in academics from 6th to 10th grade, reflecting consistent dedication and high performance in studies.

Awards in Extracurricular Activities:

- **Sketching:** Won first prize in sketching competitions, showcasing artistic talent and creativity.
- **Sports:** Recognized for excellence in sports, contributing to team success and personal growth.
- **Dancing:** Awarded prizes in dance competitions, demonstrating passion and commitment to performing arts.
- **Leadership Recognition:** Served as Grand House Captain, leading my team to victory as the Best House Team in overall academics, sports, and management, showcasing strong leadership and team coordination skills.

23/07/2021

Academic Achievements – Narayana Junior College

12th Grade: Achieved an overall score of 89%, with notable scores in:

- Mathematics: 85%
- English: 86%

JEE Mains: Scored 75%, demonstrating proficiency in competitive exams and readiness for further studies in engineering.

Key Achievements in Computer Science – Presidency University

- **Developed a Carbon Footprint Reduction Application:** Successfully completed a capstone project focused on creating an application designed to minimize carbon footprints, demonstrating innovation and environmental awareness.
- **Certifications in Emerging Technologies:** Earned certifications in Cloud Computing, AI, and Machine Learning, showcasing a strong commitment to advancing my technical skills in high-demand areas.
- **Leadership in Project Management:** Served as Project Team Leader for two projects, effectively guiding teams to successful outcomes and enhancing collaboration.

Community Impact Projects:

- **Fire Alarm System:** Played a key role in developing a community fire alarm system, improving local safety standards.
- **Home Automation System:** Contributed to the design and implementation of a home automation system, enhancing energy efficiency and user convenience.

● **HOBBIES AND INTERESTS**

Interests

- **Books and Literature:** Enjoys exploring various genres and themes.
- **Politics and Religion:** Engages in discussions and stays informed on global topics.
- **Entrepreneurship and Social Media:** Interested in digital trends and business innovation.
- **Travel and Fashion:** Passionate about exploring cultures and styles.
- **Fitness (Gym) and Photography:** Dedicated to health, wellness, and visual creativity.
- **Video Games:** Enjoys strategic and interactive gaming experiences.

● **WORK EXPERIENCE**

08/10/2021 – 02/2023 Sattenepalli, India

BUSINESS DEVELOPMENT EXECUTIVE SALMAN SHAIK

1. Sales Strategy Development and Execution
2. Customer Service and Client Relations
3. Business Development and Market Expansion
4. Marketing and Brand Promotion
5. Team Collaboration and Support
6. Client Relationship Management

Address Main road, sattenapalli, next to ayyappa swami temple, 522403, Sattenepalli, India