

CONTACT

LOCATION
Mian Channu, Pakistan

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WEBSITE
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MY SKILLS

- Shopify
- Shopify Store Designing
- Amazon SEO
- Amazon KDP
- Cartoon Animation
- Bid Coordination
- AutoCAD
- Store Management

TOOLS & PLATFORMS

- Shopify
- WordPress
- Amazon Seller Central & KDP
- CRM Systems
- GoMyDocs
- AutoCAD
- AI Tools (xAI Grok)

STRENGTHS

- Strong communication skills
- Strong organisational skills
- Documentation & coordination
- Manages multiple tasks efficiently

LANGUAGES

Urdu	Native
English	Professional

ONLINE

SHOPIFY STORE
AF Collections

YOUTUBE
Super Boy Planet - @SuperBoyPlanet

Faisal Nadeem

E-Commerce & Digital Operations Specialist

PROFILE

E-Commerce and Digital Operations Specialist with multi-year experience across Shopify store management, Amazon Marketplace and KDP publishing, WordPress website development, CRM and customer data management, and bid coordination for a US-based company. Skilled in product listings, documentation and online operations, with creative experience in AI-assisted cartoon animation. Reliable and organised; manages multiple tasks independently.

CORE EXPERTISE

- Shopify Store Management & Design
- Product Listing & Optimisation
- Amazon SEO & Keyword Research
- Amazon KDP Publishing
- Bid Coordination & Proposals
- CRM & Customer Data Management
- WordPress Website Development
- Inventory & Store Operations

WORK EXPERIENCE

Shopify & eCommerce Management

- Product listing, order tracking, blogging and store management; skilled in store design and customisation.
- Inventory, product uploads and online store operations managed efficiently.

CRM & Digital Operations — 3 Years

Biofusion LLC

- CRM systems and customer data management; product listings, tracking and documentation tasks.
- Worked with GoMyDocs and other online management tools.

WordPress & Website Development

- Professional WordPress websites, including eCommerce websites with user-friendly layouts and functionality.

Amazon Marketplace & KDP Expertise

- Amazon product listing and optimisation; keyword research and SEO for Amazon products.
- KDP (Kindle Direct Publishing) book publishing, formatting, listing optimisation and account management; low-content and digital publishing.

Bid Coordinator — 3 Years

Kentucky Cleaning Solutions LLC, USA

- Bid Coordinator for online projects and proposals.
- Documentation, coordination and bidding-related administrative tasks.

Store Manager

Escort Advance Company

- Inward and outward inventory records; stock management and data management responsibilities.

ADDITIONAL SKILLS

- Cartoon animation creation using AI tools including xAI Grok.
- Strong communication and organisational skills; good command of computer applications and online business tools; able to work independently and manage multiple tasks efficiently.

EDUCATION

Diploma in Commerce (D.Com) — 2014

PBTE Lahore - First Division. Core commerce subjects: Accounting, Information Technology, Business Mathematics, Banking, Economics and commerce-related studies.

Matriculation — 2009

BISE Multan - Secondary education with a solid foundation in core academic subjects.