**CURRICULUM VITAE**

**[Name]**

**E-mail:**

Mobile: +91-

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| **Objective:** |

To pursue a highly challenging career in Marketing field, utilizing my proficiency, skills developed through my education, and keeping pace with the ever changing field by acquiring new skills, learning latest technologies and work with the team of top notch professionals for the growth of the organization.

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| **Employment Details** |

Organization : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Pvt. ltd, State

**Forte :** Supreme Pipes, fittings & construction materials

**Duration :** Since April’2014 to till date

Designation : Marketing Executive

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| **Responsibility to be handled** |

* Meeting Sales Target by partnering, managing and driving Business clients.
* Selling products to customers who already have a strong relationship with the Company.
* Making the sales planning according to target and splitting target among the team.
* Generating the leads by walking into construction site.
* Building a strong relationship with our existing clients and creating win – win situation.
* Providing the complete service to our potential clients.
* Providing post purchase service to clients and maintaining the strong relationship.
* Planning & organize the events to meets with builders, engineers, Architects & consultants.

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| **Management skills** |

* 8 months of experience in **marketing and sales domain.**
* Excellent communication, organizational, analytical and interpersonal skills quickly developing rapport with users and clients.
* An ability to interact with people at all levels both internally and externally has ensured the development of good business relationships.
* An ability to work under pressure in a fast-paced, time-sensitive environment and ability to quickly assimilate new technologies and their standards and procedures.
* Adopts a systematic approach to problem solving and effectively analyze results and implement solutions.
* Dedicated and committed, willing to take on challenging roles, tough assignments and work to tight deadlines.

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| **Technical skills** |

* Tally ERP 9.0
* Knowledge in Microsoft word, Excel, PowerPoint.
* Operating systems: win2000/xp, window 7.

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| **Personal Attribute’s** |

* Highly organized, efficient, flexible and versatile team player who will work hard and excel in any environment.
* Impressive work ethic, reliable, dependable, conscious of duties and responsibilities.
A positive approach to all tasks and pride in achievements has resulted in many successes.
* Ability to negotiate and deal successfully across cultural barriers.
Quick learner easily adapts to new technologies and environment.

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| **Educational Details:** |

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| **COURSE** | **UNIVERSITY** | **INSTITUTION** | **YEAR OF PASSING** | **PERCENTAGE %** |
| MBA(Marketing) | --------------------- University  | ------ Engineering College, (State) | 2014 | 65 |
| BBM (Finance) |  ------------ University |  ------------------Science & Management College. (State) | 2011 | 62 |
| 12th  | (State) PU Board. |  Govt PU College,(State) | 2008 | 55 |
| 10th  | (State) SSLC Board. | Govt High school, (State) | 2006 | 55 |

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| **Personal Details:** |

Date of Birth :

Address :

Languages Known : English, Hindi, (mother language)

Marital Status : Single.

Passport No : ---------------- Valid Till DD/MM/YYYY

Skype ID :

Nationality : Indian

Hobbies : Playing Cricket, Listening to Music, interacting

 with new people, Watching Business News, Reading

 Business Magazine.

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| **Declaration:** |

I Hereby Declare That The Above-Mentioned Information Is Correct Up To My Knowledge And I Bear The Responsibility For The Correctness Of The Above-Mentioned Particulars.

Place: Yours Sincerely,