

# Faheem Bashir Bhat

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## OBJECTIVE

Seeking a Challenging position in industry, where I can apply my skills and ability, learning continuously and grow in my career, while being resourceful, innovative and flexible in my approach.

- Active learner and effective communicator – Practices good judgment and discretion while working closely with sales managers, firm's internal departments and customers.
- Outstanding communication skills – Ability to convince while maintaining professionalism.
- Multi-task effectively – Prioritise independently and meet tight deadlines at all costs.
- Equally efficient off and on site.
- Proficiency in computers – Proficient in PowerPoint, Excel and Word.
- Language spoken English, Hindi, Urdu, Kashmiri.

## EDUCATION

- **Masters of Business Administration (MBA)** 2012-2014 with Dual Specialization in **Finance & Marketing** from **Maharishi Dayanand University, Rohtak Haryana.**
- **Bachelors of Business Management(BBM)** 2009-2012 with one year specialization in **Marketing** from **ST.Philomena's Degree College, University of Mysore, Karnataka, India**
- **Intermediate (12th)** 2008 **Commerce** from **Caset Experimental School, Jammu and Kashmir Board of School Education, Srinagar.**
- **High School (10th)** 2006, from **Tyndale Biscoe School, Jammu and Kashmir Board of School Education, Srinagar.**

## TECHNICAL SKILLS

- **One year Diploma Course in Computers**(MS Office, HTML, Internet) from **Jovial Computer, Recognised By Government of J&K.**
- Well aware of computers, Internet, MS Office, MS Word, MS Excel, MS PowerPoint and General Computers Applications

## PERSONAL DETAILS

D.O.B: 19 March 1990

Nationality: Indian

Marital Status: Single

Languages know: English, Urdu, Hindi (Able to read write and speak)

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## **INSTITUTIONAL INTERNSHIP TRAINING (MBA)**

### **Project:-Assessment of Working capital**

- Specialisation:-**Finance at Jammu and Kashmir Bank Limited**, Corporate Headquarters,M.A Road,Srinagar (21st October 2013 to 3rd December 2013).

## **CERTIFICATE OF ACHIEVEMENT:**

- Level 1 (White Belt) Sales at Tata AIG General Insurance Company (May 2016).
- Location: Chandigarh
- Achieved Qualified Sales Target Tours and Travelled to Austria ,Hungary ,Slovakia, Czech Republic, Germany (Europe) and Dubai in the year 2019.
- Achieved Qualified Sales Target Tours and Travelled to Thailand ,Veitnam ( South East Asia ) in the year 2018.

## **WORK EXPERIENCE**

### **Executive Marketing**

### **SWAN WOOLLEN INDUSTRIES**

(June 2014–June 2015)

#### **Roles and Responsibilities:**

- Developed and sustained relationships with potential and existing clients by coordinating professional meetings, attending promotional events and providing effective administrative support.
- Actively supported company sales team – Coordinated sales details, pre-sale material and after-sale deliveries. Handles contacts.
- Met with customers on and off company premises for discussions.
- Made efficient purchases resale supplies.
- Supervising the marketing and product promotions.
- Include new business pipeline from time to time and changing them to market partners .

### **CHANNEL SALES MANAGER**

### **TATA AIG GENERAL INSURANCE COMPANY LIMITED**

(February2016–December 2016)

**Role and Responsibilities:**

- Role incumbent is responsible for execution of the organisational strategy to ensure desired business results.
- Role incumbent is responsible for recruitment of Agents through various sources to ensure achievement of business targets.
- Role incumbent is also accountable for Training and Development of Each Agent thus recruited.
- Incumbent is responsible for broadening & sustaining existing business base with exploration of opportunities among the Channel Partners & by increasing organisational share in the client portfolio.
- Incumbent is responsible to maintain & enhance service levels provided to the clients thus ensuring sustenance of the existing business. This would be done through follow ups, coordination with other stakeholders for approvals, payouts etc. & other administrative activities for seamless working.
- Role incumbent is also responsible for explorations & identification of new business avenues by way of cold calling, generation of referrals or business leads & networking.

**ASSISTANT MANAGER – CHANNEL SALES****TIME TECHNOPLAST LIMITED (Timegroupglobal)****(December 2017- Present)****Role and Responsibilities:**

- Looking after J&K Market (Srinagar, Jammu, Ladakh Division).
- Handling Marketing of Industrial Packaging products.
- MIS, Management and Developing of Marketing Plans and strategies.
- Coordinating with production teams for planned procurement of material.
- Attending and solving customers complaints.
- Personally, visiting potential, new and existing customers to facilitate new business.
- Ensure collection of FORM C, RTGS, NEFT, & payment from the clients/ Dealers/distributors/customers/sub dealers etc.
- Maintain Relationship with Customers/Dealers/Clients etc.
- Identify new market and business opportunities.

- Negotiate the terms of an agreement and close sales.
  - Manage and include sales pipeline, forecast monthly sales.
  - Updating my reporting manager with daily sales report.
  - Any other work assigns by HOD, CORPORATE OFFICE.
  - Identify, recruit and on-board new channel partners within assigned territory.
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- Communicate up-to-date information about new products to clients/  
Customers.
  - Achieved sales Target from last four years continuously.

