

Curriculum Vitae

NILESH PANDITBHAI KATHOKE

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Objective

Seeking for an organization with healthy competition where I can find more learning opportunities and responsibility can make long term commitment & I can always learn new things and utilize my skills and potential of being employee.

Experience:

1) GARDEN SILK MILL LTD. (VARELI)

The company produces polyester filament yarn, synthetic silk, and chiffon textiles as well as readymade garments and dress materials. The company was incorporated in 1979 and has its registered office located in Gujarat.

Duration: 11 July 2011 to 1 March 2012, 7-Month

Designation: As a clerk (Store Department)

Duties: -

- Stock keeping of coal for Power Plant
- Worked with Scrap Management department

2) KONE ELEVATOR INDIA PVT LTD

Duration: 24 December-2012 to 28 March 2015, 2 Year 2 month

Designation: Marketing Executive

Duties: -

- Lead Generator
- Introduction of Kone Elevator India Pvt Ltd
- Customer data updating in CRM software of www.salesforce.com
- Offer file submission to customer
- Site Visit
- GAD Approval,
- Inter Department Co Ordination
- Coordination with PWD Department for obtaining lift erection permission & license.

3) YOGI ENGINEEERS (OTIS LIFT DISTRUBUTORS)

Duration: 01 April 2015 to Oct 2018, 3 Year 6 Month

Designation: Sales executive

Duties: -

- Lead Generator
- Introduction of Otis elevator
- Offer file submission to customer
- Order finalization
- Site Visit
- GAD Approval,
- Inter Department Co Ordination
- Coordination with PWD Department for obtaining lift erection permission & license.

4) THYSSENKRUPP ELEVATOR IND. PVT

Duration: 16 Nov 2018 to till date.

Designation: Sales executive

Duties: -

- Lead Generator
- Introduction of Thyssenkrupp
- Offer file submission to customer
- Order finalization
- Site Visit

Skills:

- Have leadership abilities, operation analysis skills and able to plan for improvement.
- Excellent customer orientation
- MS Office

ACADEMIC QUALIFICATION

- 1) 2011 - B.Com. Pass with Pass class : - From Veer Narmad South Gujarat University.
- 2) 2008 - H.S.C Pass with 58.67% marks : - From Gujarat Higher Secondary Education Board
- 3) 2006 - S.S.C Pass with 55.71% Marks : - From Gujarat Secondary Education Board.

PERSONAL DETAILS:

Date of Birth: 31 January 1989

Nationality: Indian

Marital Status: Married

Hobbies: Traveling, playing game, Listening Music

Languages Known: English, Hindi Gujarati, Marathi

DECLARATION

I hereby declare that the above-mentioned information is true to the best of my knowledge.

Nilesh Kathoke