
RITESH MISHRA

Master of Business Administration (MBA) and Bachelor of Engineering (BE-ECE)

Mobile: +919229838737; Email: ritesh5300@hotmail.com,

PERSONAL SUMMARY

Looking a career opportunity in highly & admire company where I use my technical skills and experience for growth & benefits of the organization and itself.

SUMMARY OF SKILL

- Tendering “e-Tender, and GeM Tender”
- Direct Sales & Channel Sales & Dealer Sales (Project and Non-Project both)
- Cold Calling to Search Potential Customer in New Developing & Developed Areas
- Dealing with Enquiries, Quotations, Payments and Material Dispatch Process

WORK EXPERIENCE

COMPANY NAME: NILKAMAL LIMITED. (Manufacturer)

DESIGNATION: Sales Executive (Madhya Pradesh)

DURATION: from 01st Sept 2017

Job Responsibilities:

- Implemented sales plans, identified sale possibilities and consistently meet sales goal.
- Attending site visits by cold calling to generate new Inquiries & Develop customers,
- Maintaining database of received Enquiries, Offers, Orders, Delivery and Payment,
- Preparing Pre & Post tender process & documentation
- Process Vender registration, product registration and Lessening with Local suppliers.

Major Products-:

Dust Bins (Capacity: 10ltrs to 1100ltrs), Plastic Pallets, Crates, MHE (HPT), Road Safety Products (Like: Cone, Road Barricades, Road light Barriers), Milk Cans, Ice Box etc.

COMPANY NAME: Hytek Marketing Pvt. Ltd. (Trader)

DESIGNATION: Business Development Manager (Delhi / NCR), **DURATION:** 20th Jan 2016 to 30th Aug 2017 (1.8 Years)

Job Responsibilities:

- Recommended various improved & imported machineries to customers by showing how those changes would lower costs and improve product quality and performance.
- Converting prospect into customers, and provide pre-sales and after sales technical assistance,
- Installation and break-down solutions of new machines.
- Attended trade shows, exhibition, and follow exhibitor's enquiries.

Products Line (all are Imported)-:

Taping Machine (Roscamat-USA), Modular Welding Table & Tools (Sigmund-German), Stud Welding Machine (HBS-German), Corner forming Machine (ACF-Austria), PU Chemicals (Frechem-German), Pipe Polishing and Pipe Bending Machine, & Sheet Debarring,

COMPANY NAME: Quality Machine Tools. (Trader)

DESIGNATION: Sales Engineer (Bhopal Madhya Pradesh) India

DURATION: 13th July 2013 to 15th Jan 2016 (2.7 Years)

Job Responsibilities:

- Coordinating and maintain relation with existing customers
- Searching New clients, dealers, and vendors by cold calling
- Travelling as per the requirement of sales.
- Making daily, weekly and monthly reports.
- Installation of new machines and breakdown solution
- Tender participating and pre- and post-preparation for tender
- Handling Material delivery and spare part management and Payment Follow up

Product line:

All Engineering Consumable Products Like: Pneumatic Products, Hand Tools, Cutting Tools, Abbreviation & Power Tools, Measurement Equipment's, Testing Equipment's, Process control Products, Valves, Safety Products, Fasteners, O rings & Gaskets, MHE, Welding Machines & Accessories, Office & Industrial Automation Products, and Workshop & LAB Machines etc.

TRAINNING & CERTIFICAE

Professional Training:

- 2 Weeks of Hands-on Training in Maintenance & Assembly of Machine Tools
from Bangalore International Expedition Center (BIEC) Bangalore since 2016,

Academic Training:

- 4 Weeks of Vocational Training on Graduation since 2007,
from Door Darshan Kendra Bhopal (Madhya Pradesh)

ACEDEMIA

Master of Business Administration (MBA)	BARKATULLAH UNIVERSITY BHOPAL	58.86 %	2011-13
Bachelor of Engineering (BE) Electronics & Communication	RGPV BHOPAL	66.75%	2004-08
XII	MP Board BHOPAL	68.20%	2003-04
X	MP Board BHOPAL	60.22%	2000-01

PERSONAL DETAILS

Date of Birth	1 st March 1985
Languages	Hindi, English
Marital Status	Married
Nationality	Indian
Present Address	Scheme 114, Vijay Nagar, Distt: Indore (M P) 452010
Permanent Address	Semariya, Distt. Rewa (M P) 486445

DECLARATION

I hereby declare that all the information furnished above is complete and authentic to the best of my knowledge and can produce testimonial, whenever asked for.

Date:

Place:

Signature