

CURRICULUM VITAE



RAJAN KUMAR SINGH

805 Devi Mandap Road, Ram Nagar Adalhatu,
MorabadiRanchi-834008 (Jharkhand)

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Profile Snapshot

DOB:-16/11/1997

Gender: Male

Functional area: Sales And Marketing

Home Town: Ranchi

Career Objective

Ambitious to build a career in sales and marketing with an organization, where team work is required and hardworking is appreciated and to be in a position which is best suited to my knowledge and skills.

Key Skills

- Computerized accounting with Tally(GST)
- GST Work, Income Tax
- MS Word, Excel, Power Point,
- DCA (Diploma In Computer Application)

Work Experience

1. **Worked at sales representative in Shree Gajapati Paints Pvt Ltd (SG Paints) august 2018 to July 2019.**
 - A. Handling exiting dealers and appointing dealers.
 - B. Forecasting sales and achieving sales target.
 - C. Ensuring standard for quality and consumer services.
 - D. Special promotion.
 - E. Handling six Distich:- Hazaribagh,Chatra,Koderma,Barkatta,Simdega,Gumla,
2. **Currently work with Sawita sewing machine as sales officer.(Ranchi)**
 - A. Providing and higher level of consumer services.
 - B. Plan and promote special events.
 - C. Analysing sales figure and forecasting future sales values to maximize profit.
 - D. Coordinating with the category and the warehouse for new arrival stocks.

EDUCATIONAL QUALIFICATIONS

Classes	Name of School/ Institute	Passing Board/University	Passing Year	Division
Intermediate (I.Com)	R.L.S.Y. College Kokar Ranchi	JAC	2015	2 nd
Graduation (A/cHons.)	R.L.S.Y. College Kokar Ranchi	Ranchi University	2018	2 nd
MBA	Institute Of Management Studies (IMS) Ranchi	Ranchi University	2021	1 st

STRENGTHS

- Discipline
- Fast learning capacity
- Team management
- Time management

PERSONAL INFORMATION

- ❖ FATHER'S NAME : Ram Prawesh Singh
- ❖ NATIONALITY : INDIAN
- ❖ LOCAL ADDRESS : 805 Devi Mandap Road, Ram Nagar, Adalhatu
Morabadi
- : Ranchi, Jharkhand – 834008.
- ❖ PERMANENT ADDRESS : Devi Mandap Road, Ram Nagar, Adalhatu, Morabadi
- : Ranchi, Jharkhand – 834008.

DECLARATION:

I do hereby declare that, all the above statements are true and correct to the best of knowledge.

Date :

Place : RANCHI

Signature