



WORK EXPERIENCE	Duration: 30 months
<p style="text-align: center;">Reliance Jio Infocomm Limited Assistant Manager – Enterprise Sales Feb '21 – Jun'21 Location: Mumbai</p>	<p>Responsibilities:</p> <ul style="list-style-type: none"> Responsible for generating sales for products like Internet Leased Line, Jio Business Broadband, etc. Responsible for generating new prospects by scheduling meetings, cold calls, Emailers, Client References, etc. Responsible for understanding the requirements of the clients and pitching appropriate products to them. Responsible for servicing of clients for their documentation needs like Invoice, Service Level Agreement, etc. Responsible for analysing the business potential of particular unconnected commercial building and recommending it for Fibre connection to the Building permissions team Responsible for recording daily calls/visits in the MIS Responsible for sending daily/weekly/monthly reports to the top management for scrutiny Responsible for collecting payments from the clients after the order is confirmed Responsible for increasing the revenue for the organization
<p style="text-align: center;">B.H. Steel Industries (Sister Concern of Agarwal Fasteners Pvt. Ltd.) Business Development Executive Jan '20 – Jan'21 Location: Mumbai</p>	<p>Responsibilities:</p> <ul style="list-style-type: none"> Worked as a Business Development Executive on probation for B.H. Steel Industries Responsible for onboarding of new clients through Cold Calls, Emails, Existing Client References, visits, etc. Responsible for servicing of Existing clients for their tooling needs, documentation needs – Proforma Invoice, Sales Invoice, E-way bill and credit period & discount needs etc. Responsible for generating Invoice, E-way bill, Proforma Invoice, etc. for the clients Responsible for visiting New and Existing clients and taking orders from them Responsible for payment recovery through calls, Emails and visits to clients Responsible for physical verification of stock on regular intervals to ensure System stock matches Physical Stock and find out discrepancy, if any Responsible for packing and dispatching of orders at warehouse if the responsible personnel is not available due to any reason <p>Achievements:</p> <ul style="list-style-type: none"> Got confirmed as an employee of B.H. Steel Industries after successful completion of Probation
<p style="text-align: center;">Arvind SmartSpaces Ltd. (Part of Lalbhai Group) Manager – Sales & Marketing May '17 – July '17 Location: Ahmedabad</p>	<p>Responsibilities:</p> <ul style="list-style-type: none"> Worked as Manager–Marketing and was responsible for generating quality leads for the sales team Responsible for Planning and Executing Marketing campaigns in Print media like Newspaper and Magazines, Radio Campaign, Digital campaign on Google, Divya Bhaskar, etc. Responsible for evaluating Marketing Campaigns on the basis of Number of Quality leads generated and site visits generated Responsible for drafting Marketing budget for Arvind SmartSpaces Ltd. and keeping Marketing costs to an optimum level Responsible for keeping the Arvind SmartSpaces Corporate Website updated Planned and Executed Marketing Events like Kailash Kher Concert, Mirchi Neon Run and Society activations through Radio Mirchi Responsible for getting the creative of Newspaper ad, Leaflet, Hoarding, Digital banners designed from the graphic designer, Creative Agencies, etc. Responsible for negotiating with vendors for Leaflet Printing, Brochure Printing, etc. and saving cost for the organization Responsible for ensuring proper branding at all Project Sites of Arvind SmartSpaces Ltd. Responsible for ensuring timely payments are being made to vendors Responsible for maintaining good relationship with vendors for marketing activities

Arvind SmartSpaces Ltd. (Part of Lalbhai Group) Management Trainee – Sales & Marketing May '16 – Apr '17 Location: Ahmedabad	Responsibilities: <ul style="list-style-type: none"> Worked as a Marketing Manager on probation for Arvind SmartSpaces Ltd. Single handedly managed Marketing for Arvind SmartSpaces Ltd. (Ahmedabad & Bengaluru) Devised and Executed Marketing Strategies for Arvind SmartSpaces Ltd.
	Achievements: <ul style="list-style-type: none"> Got confirmed as Manager – Sales & Marketing by performing well in the Arvind Management Training Program

SUMMER INTERNSHIP		Duration: 8 weeks
Nucleus Software Exports Limited Division: Business Development Group - Marketing Apr '15 – Jun '15 Location: Noida	Project: e – Financial Supply Chain Management: Market Scope, Concept & Creation of Business Plan	
	Responsibilities: <ul style="list-style-type: none"> To find out what are the offerings in the Indian Supply chain Finance Market and to compare Nucleus Software's offerings with the market offerings and to find out where there was scope for improvement in the product 	

EDUCATIONAL QUALIFICATION				
YEAR	DEGREE	INSTITUTE	BOARD/UNIV.	RESULTS (%)
2016	M.M.S	Jamnalal Bajaj Institute of Management Studies	Mumbai	63.6
2013	B.E. (Elex.)	Rajaram Shinde College of Engineering, Ratnagiri	Mumbai	67.0
2009	H.S.C	V.G. Vaze Kelkar College of Arts, Science and Commerce, Mumbai	Maharashtra	68.0
2007	S.S.C	St. Dominic Savio Vidyalaya, Mumbai	Maharashtra	83.5

ACADEMIC ACHIEVEMENTS	
Co-Curricular	<ul style="list-style-type: none"> Scored 70% (distinction) in the final semester of engineering Stood 3rd in the final Semester of Engineering in Electronics department of college Secured First class (67%) in the final year of engineering
Competitive Exams	<ul style="list-style-type: none"> Scored 98.32 percentile in Maharashtra MBA CET- 2014 Scored 74.93 percentile in Common Admission Test (CAT) 2013 Cleared All India Engineering Entrance Exam (AIEEE) conducted by CBSE, New Delhi in 2009

POSITIONS HELD & PARTICIPATION
<ul style="list-style-type: none"> Secured Second place in the Inter-Class Tug-of-War at Annual Sports & Athletic Meet, (2002) Volunteered for Indian Science Congress(ISC), (2015)

ADDITIONAL INFORMATION
<ul style="list-style-type: none"> Languages known : English , Marathi and Hindi Good knowledge in Microsoft Office Word , Powerpoint and Excel Hobbies include Playing and Watching Cricket , listening to different genres of Music and Swimming and also reading books