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To be a key player in an esteemed company with a challenging environment that provides a lot of scope for career development, knowledge enhancement and in-depth knowledge of industry.

**............................. .. . Executive Summery ............. .......... ......**

* Working as a **Business Development Manager** in **AIRCEL LIMITED ( AIRCEL 4G)**, from

September 2014 to December 2015.

* Worked as a **Associate Manager** in **RELIANCE COMMUNICATION, India,** from February 2011 – August 2014.
* Possess strong technical and understanding of requirements; deep sourcing skills and experience sourcing passive candidates; excellent candidate assessment skills.
* A resourceful, solution-focused professional with excellent interpersonal and rapport-building skills.
* Responsible, loyal, reliable, and independent worker with high level of enthusiasm and creativity.

**............................. .. ...Domain Skills ....................... ...... ..**

* Analytical thinking and planning.
* Strong verbal and personal communication skills.
* Accuracy and Attention to details.
* Organizing and prioritization skills.
* Building good relationship with the clients and maintaining database.
* End- to- End follow-ups.
* Organizational skills and customer service orientation.
* Adaptability and ability to work under pressure.
* Initiator.

**................. .Organizational Scan. . .......................**

**AIRCEL LIMITED (AIRCEL 4G),**

**Responsibilities:**

* Good product knowledge.
* Knowledge on Product improvisation and innovation.
* Analyze the market demand. Analyzing of supply chain.
* Ideas of collectivity knowledge of competitive product knowledge.
* Initiated market research studies and analyzed findings to understand customer and market needs**.**
* Advertise the product in the market**.**
* Maintain and preparing stock records**.**
* Analyze the customer needs and rectify the queries of the customer**.**
* Defect maintenance**.** Customer service skill**.**
* Preparing business correspondence, typically using Microsoft Office (Word, Excel, PowerPoint, Access, and Outlook)**.**
* End to end follow up

**RELIANCE COMMUNICATION,**

**Responsibilities:**

* Managing Implementation of Company’s Plan, Policies and Procedures.
* Organizes meeting and presentations
* Recruiting candidate for the marketing job
* Maintain and collect the DCR of Sales Executives
* Competition Mapping and Analysis. Strategic Sales Planning.
* Generate the corporate leads by various marketing tools like Direct Mailer, Renowned Customer base, Field work and Direct calls also.
* Analyzing of Customer needs with their telecom expenses.
* Increase the sales volume by new activation and retain the customer base both in GSM & CDMA Network.
* Monitoring the quality of customer service being delivered to the corporate clients.
* Managing Quality Sales of Postpaid Acquisition by Corporate SME’s and Retail.
* Implementation of all process as per company system.
* Inventing new ideas for Generating Quality Sales and Scheme Launching.

**Client Relationship Management.**

* Follow up and ensuring the customer with their FST.
* Follow up the feasibility checking and collecting customers’ feedback about the product.
* Providing help and advice to customers using your organization’s products or services.
* Communicating courteously with customers by telephone, email, letter and face to face.
* Investigating and solving customers' problems, which may be complex or long-standing problems that have been passed on by customer service assistants.
* Handling customer complaints or any major incidents.
* Keeping accurate records of discussions or correspondence with customers.

**Academic Credentials**

* **MASTER OF BUSINESS ADMINISTRATION (MBA)** from **Anna University** at **Sree Narayanaguru College** with **(71%) during 2008 to 2010.**
* **BACHELOR OF BUSINESS MANAGEMENT (BBM)** from **Bharathiyar University** at **Sree Narayanaguru Institute Of Management Studies** with **(54%) during 2005 to 2008.**
* **+2 (STATE BOARD)** from **St. Thomas higher Secondary School** with **(58%) during 2003 to 2005 .**
* **SSLC** from **St. Thomas higher Secondary School** with **(62%) during 2002 to 2003.**

**PROJECT**

* **A Study on Risk & Audit management in HDFC Standard Life Insurance with special reference to Coimbatore city March 2010 to May 2010**

**IT Skills**

Conversant with MS Office and Internet Applications

Knowledge in preparing power point presentations

Tally 7.4

Basics in SAP

**Data Base Management:**

* Prepare and maintain weekly reports for the executives and update to the manager.
* Prepare and maintain the daily sales report (DCR)
* Maintained a database of individual customer and also the SME.
* Maintained a database of customer bill payment report on quarterly basis.

## Personal Details

Date of Birth : 15th Nov 1987

Gender : Male

Marital Status : Single

Linguistic Abilities : English, Malayalam, Tamil & Hindi.