**Madhuri**

**Madhuri.269877@2freemail.com**

**OBJECTIVE**

Seeking challenging assignments for a career encompassing personal & professional enhancement

**SPECIALIZATION**

Sales & Support

**KEY SKILLS**

* Initiate relationship with key decisions makers in target organization for business development.
* Identify prospective clients from various sectors such as government and corporate, generate business from the existing, thereby achieve business targets.
* Computer knowledge: User & Software &Hardware Networking

**ACADEMIA**

**Bachelor of Computer Application, 2012**

Saurastra University

KK Shivajani College – Veraval, Gujarat, India

**Intermediate (XII), 2009**

Gujarat Higher Secondary Education Board (GHSEB)

**S.S.C. (X), 2004**

Gujarat Higher Secondary Education Board (GHSEB)

**WORK EXPERIENCE(2+Years)**

**WEL-TECH ENGINERRING COMPANY**

**June’2012 – Aug’2014**

**Customer Sales Executive / Computer – Co-ordinator**

* After Sales Support / Services.
* Invoicing / Database Management.
* Close leads through cold calling.
* Manage relationships with consumers/clients.

**EXTRA CERTIFICATIONS**

* Diploma in Software Development
* MS Office Certification
* Typewriting Certification (180Words/Minute)
* MS Office
* Tally (Accounting Software)

**PERSONAL DETAILS**



**Date of Birth:**

11th August 1991

**Marital Status :**

Married

**Visa Type:**

Employment Visa till Jan’2019 with

NOC from Employer

**Languages:**

English, Hindi, Gujarati

**Hobbies:**

Reading, Travelling, Music, Social Activities

**References:**

Available on Request