**SANESH.MV**

**Objectives**:

 Seeking to work a challenging position in with a dynamic and progressive company, this will utilize my knowledge skills and opportunities in achieving a common goal of the organizations growth for a bright personal career

**PROFILE SUMMARY**:

* 3 years of experience in Sales & Marketing (India) and 1 year in Sales (Dubai).
* Have Master Degree in Business Administration (M.B.A) & Bachelor in Business Management (BBM).
* Excellent computer software skills including Microsoft Excel, Words, PowerPoint, and appropriate software under, internet browsing
* Success record of achieving great results and meeting set performance boundaries.
* Proven ability to handle high grade of administrative role and client servicing in a fast paced and competitive working environment
* Excellent leadership qualities & can handle multiple tasks.
* Expert in handling people of diverse nationalities, and renowned for being an excellent team player
* Excellent communication, negotiation & interpersonal skills
* Well organized, reliable, self-motivated & pro-active
* Strong time management skills & can work under pressure to meet deadlines

**WORK EXPERIENCE**

Position - Marketing Executive

Period - 1 year (March 2015 to April 2016)

**Job Profile:**

* Analyse global markets including 10000 financial products.
* Analyse client’s requirement and provide International platform to trade.
* Involved in effective telephone business proposal which is followed by email and direct meeting
* Build and maintain client bases, keeping current client plans up-to-date and recruiting new clients on an ongoing basis.
* Contact clients periodically to determine if there have been changes in their financial status.
* Explain and document for clients the types of services that are to be provided and the responsibilities to be taken by the personal financial advisor.
* Monitor financial market trends to ensure that plans are effective, and to identify any necessary updates.
* Giving market updates every day.
* Ensure clients are provided with sufficient information, in a timely fashion, commensurate with their investment knowledge so that they can make considered investment decisions.
* To supervise the clients trading activities on the systems and take all the necessary steps in informing the client to maintain orderly, efficient and transparent trading in accordance with the Rules and Regulations.
* Directly interact with potential customers/investors, delivering high quality professional customer services.

**Reliance Life Insurance:**

Position - Sales Manager

Period - 3 years

**Job Profile:**

* Handled a team of 20 advisers
* Recruiting new advisors, train and motivate them to generate advisers for new business
* Communicate the contest & commission structure to the advisers
* Conduct events with various corporate firms to generate leads.
* Dealing HNI customers
* Customer Complaints handling
* Support the advisers for closing the calls
* Maintaining FTM, YTD & DSR (Daily sales report) data, analysed the data and communicate the same to my reporting manager
* Renewals of Life Insurance
* Cross selling for existing customers

**Customer Complaints Handling:**

* Co-ordinating with CE to get complaints registered at their end, and communicate this to HO
* Follow-up with CE to getting updates on complaints
* Make sure that the registered complaints got resolved within the time period

**Insurance Renewals**:

* Coordinating with CE for renewal Data
* Allocating the data area wise to renewal collection agents
* Preparing the DAR (Daily activity report) for each team

**PROFESSIONAL SKILLS:**

* Team handling
* Sales support
* Recruitment of new advisers
* Dealing HNI customers
* Customer Complaints handling
* Renewals of Life Insurance
* Cross selling for existing customers

**PERSONAL SKILLS:**

* Comprehensive problem solving abilities
* Excellent verbal and written communication skills
* Independent, self-motivated, able to take responsibilities & work well under Pressure
* A good team player with demonstrated ability to learn quickly

 **EDUCATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **University** | **Period** | **Grade** |
| MBA Marketing | Vishweshvaraya Technological University | 2008-2010 | First class |
| BBM  | Kannur University | 2005-2008 | Second Class |

**PG PROJECTS:**

* **1)Project Title:** “An Organization Study” at **“RUBCO HUAT WOODS PVT LTD”** Kannur, Kerala
* **2)** **Project Title:** “A Project study on Dealer Satisfaction with special reference to the promotional activities of Rubco Furniture at **RUBCO HUAT WOODS PVT LTD** Kannur - Kerala ”

**Training Experience:**

 Apprentice trainee in KARVY STOCK BROKING LIMITED, As Personal Finance Executive from (01-04-2011 to 30-09-2011)

**Computer Skills:**

* MS Office Suites
* Internet & E-mail Applications

**PERSONAL DETAILS & SKILLS**:

* Date of Birth - 28.05.1988
* Gender - Male
* Marital status - Single
* Nationality - INDIAN
* Languages known - English, Hindi, Malayalam, Tamil, Kannada

**Job Seeker First Name / CV No: 1799274**

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