CURRICULAM VITAE

 

**VIPINA**

**VIPINA.331122@2freemail.com**

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| **Objective:**  |

 **To work efficiently and effectively as well as grow with a prestigious organization in the field of Electronics Engineering so as to achieve self-realization and accomplishment of organizational goals.**

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| **Academic Qualification:**  |

* **Technically qualified as B.Tech Graduate in Electronics and Communication field from St Peters University Chennai.**
* **Passed PUC (Science) with 60% in 2008.**
* **Passed SSLC (High School) with 70% in 2006.**

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| **Experience:**  |

1. **Worked at Shiram Life Insurance Company Limited, Calicut as Business Development Manager from August 2016 to November.**

**Duties & Responsibilities:**

* **Maintain and develop good relationship with customers through personal contact or meetings or via telephone etc.**
* **Must act as a bridge between the company and its current market and future markets.**
* **Display efficiency in gathering market and customer info to enable negotiations regarding variations in prices, delivery and customer specifications to their managers.**
* **Help management in forthcoming products and discuss on special promotions.**
* **Review their own performance and aim at exceeding their targets.**
* **Record sales and order**[**information**](http://www.jobawareness.com/chief-information-officer.asp)**and report the same to the sales department.**
* **Provide accurate feedback on future buying trends to their respective employers**.

**2) Worked at Exide Life Insurance Company Limited, Calicut as Sales officer from**

 **June 2016 to August 2016.**

**3) Worked at Serco Pvt Ltd. Calicut as an "BRE" in SBI Credit Card Department from**

 **September 2015 to March 2016.**

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| **Software Skills:**  |

* **Programming Languages: Embedded C.**
* **Operating Systems: Windows XP/ vista/2000/98/95.**
* **Documentation Tools: MS-Word, MS- PowerPoint, MS-Excel.**
* **Designing Tools: Photoshop, Corel Draw and Illustrator.**

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| **Strengths:**  |

* Ability to perform under high pressure and against targets/deadlines.
* Ability to motivate and inspire confidence in the team.
* Hardworking and dedicated to the companies objectives

##### Languages Known

* **To read : English, Malayalam, and Hindi.**
* **To Write : English, Malayalam, and Hindi.**
* **To Speak : Malayalam, English, Hindi, Kannada and Tamil.**

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| **Declaration:**  |

**I hereby declare that the above-furnished details are true to the best of my knowledge.**