

ARAVINDAN

Mail-ID: ARAVINDAN.331820@2freemail.com

ACADEMIA

M.sc (Biotechnology)

PROFESSIONAL CERTIFICATES

**NISM**-Series-V-A: Mutual Fund Distributors Certification

Technical Skills:

Operating systems: Windows XP/Windows 7

Software Packages: MS Office (Excel, Word & Power point)

Browsers: IE, google chrome

PERSONAL DOSSIER

Date of Birth 26th May, 1985

Present Address

Qusais, Dubai, U.A.E

### career objectives

* A self-motivated Marketing Specialist 8 Years’ experience possess domain knowledge in **Business Developent & Marketing** in Medical Sales.
* Identifying most defective area on basis of Error Analysis and taking necessary training to improve the sales**.**
* Demonstrated abilities in ensuring quality deliverables to clients within specified timeframe.
* An effective communicator with honed relationship management, client issues solving skills.

### Work Experience

**Achievers Live Medical Solutions Pvt Ltd, Chennai 7 Years and 4 Months (From August 2009 to Till Date)**

**Designation: Marketing Specialist**

**Responsibilities:**

* Budgeting, Forecast, business plans, costing, business reviews, strategic planning and development
* Quote & follow up against Government Tender.
* Maintaining stock & placing orders for local and Government order for Medical Consumable products.
* Competitor activity, Business meetings & reviews.
* Participation in Medical Conferences & Exhibition.
* End user visits – Product training & promotion.
* Product launch and market research.

**IBM Daksh, Chennai.  1 year and 6 months ( Jan 2008 to July 2009)**

**Client & process : Citi bank.**

**Designation:Sr. Customer service executive**

**Responsibilities:**

* Conduct refreshers/huddle on daily basis.
* Resolve customer query over phone.
* Send open mail to client on customer escalations.
* Handle customer escalation calls.
* Deposits & Prepaid card application, Credit card payments.
* If the Borrower is eligible for loan then we need to prepare a loan agreement with borrower acceptable term, Interest rate and Monthly payment etc.

**Declaration:**

I hereby acknowledge that all the information given above is true to the best of my knowledge.

 Yours sincerely,