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## **VIVEK PAL – CV No. 1995504**

**On Visit Visa Valid Till 8th Feb 2017**

**OBJECTIVE**

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

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| **Experience & Work Profile** |

**90 BIDS.COM(e-commerce):**

**As a Sales Executive Apr 2015- Sep 2016**

* Oversees the teams sales and customer support) and provide mentorship.
* Provide creative sales initiatives for the website in conjunction with marketing staff.
* Create and manage online e-commerce promotions with marketing, inventory and production staff. Create, maintain and ensure adherence to promotions calendar.
* Report and manage customer communications flow and trouble-shooting issues. Collaborate with various staffs to meet their needs.
* Develop and maintain knowledge of market trends, competitions and customers.
* Assess market requirements, investigate new technologies, and develop recommendations for technical product direction in collaboration with other teams. Monitor competitive product features to ensure we are "above the curve".
* Analytical approach to problem solving and a track record of driving results through continuous improvement.
* Submission of shopping feeds.
* Responsible for preparing and providing the Director or CEO with monthly itineraries of planned sales calls to potential customers.

**STORM WORLD COMMUNICATION PVT LTD. (Event Management):**

**As an Event Coordinator Aug 2014 – Jan 2015**

* Event planning, design and production while managing all project delivery elements within time limits.
* Liaise with clients to identify their needs and to ensure customer satisfaction.
* Conduct market research, gather information and negotiate contracts prior to closing any deals.
* Provide feedback and periodic reports to stakeholders.
* Propose ideas to improve provided services and event quality.
* Organize facilities and manage all events details such as decor, catering, entertainment, transportation, location, invitee list, special guests, equipment, promotional material etc.
* Ensure compliance with insurance, legal, health and safety obligations.
* Specify staff requirements and coordinate their activities.
* Cooperate with marketing and PR to promote and publicize event.
* Proactively handle any arising issues and troubleshoot any emerging problems on the event day.
* Conduct pre- and post – event evaluations and report on outcomes.
* Research market, identify event opportunities and generate interest.

**IMPACT MARKETING SERVICES PVT LTD(Domestic/International Voice Process): As a Telesales Agent Apr 2013- May2014**

* Advises present or prospective customers by answering incoming calls on a rotating basis, operating telephone equipment, automatic dialing systems, and other telecommunications technologies.
* Influences customers to buy or retain product or service by following a prepared script to give product reference information.
* Documents transactions by completing forms and record logs.
* Maintains database by entering, verifying, and backing up data.
* Keeps equipment operational by following manufacturer's instructions and established procedures, notifying team leader of needed repairs.
* Maintains operations by following policies and procedures, reporting needed changes.
* Maintains quality service by following organization standards.
* Maintains technical knowledge by attending educational workshops, reviewing publications.
* Contributes to team effort by accomplishing related results as needed.

**Professional&ACADEMIC EDUCATION**

* Advance Diploma in French Language (2014-15).
* Passed 12th from CBSC Board New Delhi (2012).
* Passed 10th from CBSC Board New Delhi (2010).

**keyskills**

* Warm personality and concern for all people.
* Honest, trust worthy and team player.
* Able to take action to improve self-service.
* Teachable, open minded and willing to work to undergo training.
* Hardworking, perseverance in work related problems, punctual, enthusiastic.

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| **Interests*** Driving.
* Exploring.
* Listening music.
* Surfing the internet.
* Social service.

**Personal details** * Father’s Name: Mr. Arun Kumar Pal
* Date Of Birth: 2nd August 1994
* Languages: English,Hindi and French (beginner)
* Marital status: Single
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I hereby declare that the information provided by me is true to the best of my knowledge and understanding. I may be lacking in Experience but my zeal and enthusiasm for my work can lead me way ahead.

**date:** **VIVEK PAL**

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| **VIVEK PAL – CV No. 1995504**To interview this candidate, please send your company name, vacancy and salary offered details along with this or other CV Reference Numbers that you may have short listed from <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php> addressing to HR Consultant on cvcontacts@gulfjobseekers.comWe will contact the candidates to ensure their availability for your vacancy and send you our service HR Consulting Fees quotation for your approval. Whatsapp +971504753686\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |