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|  | ISSAC [ISSAC.359360@2freemail.com](mailto:ISSAC.359360@2freemail.com) |

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|  | Objectives  To work in a challenging environment where i can efficiently contribute my skills, thereby benefiting the organization and furthering my career.  Experience  24 months as **Business Development Executive** at **Southern Wood Industries** Gudalur-The Nilgiris, Tamilnadu, India **-**  from March 2013 to March 2015  12 months as **Business Development Executive** at **GlobalSnipe** Bangalore from April 2015 to April 2016  9 months as **Technical Support Executive** at **Dell International Services**, Bangalore – from May 2016 to February 2017  **Southernwood Industries** Gudalur-The Nilgiris, Tamilnadu, India  **Business Development Executive**  **Responsibilities:**   * Researching organisations and individuals online( especially on social media) to identify new leads and potential markets. * Researching the needs of other companies and learning who makes decisions about purchasing * Contacting potential clients via email or phone to establish rapport and set up meetings * Planning and overseeing new marketing initiatives. * Attending conferences, meetings and industry events * Preparing powerpoint presentations and sales display * Contacting clients to inform them about the new developments in the company’s products. * Developing quotes and proposals * Negotiating and re-negotiating over the phone, email and person. * Developing sales goals for the team and ensuring that they are met * Training personal and helping team menbers develop their skills.   **Business Development Executive(GlobalSnipe)**   * Researching organisations and individuals online( especially on social media) to identify new leads and potential markets. * Researching the needs of other companies and learning who makes decisions about purchasing * Contacting potential clients via email or phone to establish rapport and set up meetings * Planning and overseeing new marketing initiatives. * Attending conferences, meetings and industry events * Preparing powerpoint presentations and sales display * Contacting clients to inform them about the new developments in the company’s products. * Developing quotes and proposals * Negotiating and re-negotiating over the phone, email and person. * Developing sales goals for the team and ensuring that they are met * Training personal and helping team menbers develop their skills.   Technical Support Executive:  • Working with customers to identify computer problems and advising on the solutions  • Logging and keeping records of customer queries  • Analyzing call logs to spot common trends and underlying problems  • Testing and fixing faulty equipment’s  • Working with field engineers to visit customer if the issue is more serious.  • Updating self-help documents so customers can try to fix problems themselves    B.C.A (2012)  Dr. N.G.P Arts and Science College   * Computer Applications * Information Technology Management * Project management   **Projects Undertaken:**  Minor Project-I 🡪 Project on **Hospital Management System** with ASP.net as Front end and MySQL as back end.  Application Development For Windows 8.1 with .NET framework using Azure cloud Database. Univ Finder. Bangalore Univ project  Strength   * Strong team collaboration skills. * Work closely with team members to achieve engineering goals. * Excellent communication skills and client relationship skills. * Effective time management skills and problem solving skills. * Self-Motivated. * Fast and versatile learning capabilities. * Good Knowledge in man power planning.   **Technical Expertise & Skills**  Operating System : Windows, XP, 7, 8, 10  Wordprocessing and Documentation : MS Office (Expert in Ms Word & Excel)  Slide Presentation & Graphics : Ms Powerpoint, Adobe Photoshop  Hardware Exposure : Trouble Shooting  Programming Languages : Visual Basics, C++, Java  **Languages Known**  English, Tamil, Malayalam, Hindi(Beginer)  **Personal Details**  Nationality : Indian  Date of birth : 30/04/1990  Marital status : Single  Visit visa validity : 30/06/2017  **Declaration**  I hereby assure you that the information furnished above are true to the best of my knowledge. |
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