****

**MohdShujaHasanRizvi**

EmailId:shujarizvi12@gmail.com

**Skype ID**: Shazli.rizvi2

**Job Objective**

To work with an organization where I can continuously learn in the pursuit of achieving functional excellence, thus getting maximum job satisfaction and optimum career growth by effectively demonstrating my interpersonal communication skills.

**Noticeable Achievements**

Averaged 7-8 vehicle sales per month

Sold 10 cars in the first month of employment

Maintained a 97% to 98% customer retention rate.

**Professional Work Experience**

**Frontier Auto world Pvt. Ltd. (Volkswagen Gurgaon) (February 2014 – April 2015)**

**Designation: Sr. Sales Consultant**

**Responsibilities:**

* Responsible for Retail Sales (POLO, VENTO).
* Prospect for new clients by understanding buyer's requirements and interests; matching requirements and interests to various models; building rapport.
* To understand Volkswagen automobiles by studying characteristics, capabilities, and features.
* Comparing and contrasting competitive models &inspecting automobiles.
* Meeting prospects&maintaining contact with existing customers through meeting, emails and by phone.
* Recommending sales campaigns and promotions, and events.
* Closing sales by overcoming objections; negotiating price, completing sales, explaining provisions, explaining and offering warranties, services, collects payment; test drive, delivers automobile.
* Maintained familiarity with used cars and stayed updated regarding competitor’s products.
* Develop strategies with Team Leader to achieve target.
* Develop innovative ideas to maximize the customer satisfaction and retention.

**K.N. Motors Pvt. Ltd (FORD) (February 2013 till January 2014)**

**Designation: Sales Consultant**

**Responsibilities:**

* Assisting the Sales Manager
* Helping the Team Leader to handle the team.
* Delivering some of the presentations to the client.
* Solving client problems
* New client acquisition.
* Responsible to answer all the queries of the client with respect to the project.
* Retail Sales. (Figo, Classic, Eco Sports)

**INTERNSHIP**

**CASSIIA RESTAURANT (Chain of Genesis Venture) (November 2011 till February 2013)**

**Designation: Guest Relation Executive**

**Responsibilities:**

* Guest Handling.
* Customer Satisfaction.
* Interacting with the Customers and taking Care of the bookings or Parties.
* Managing the floor According to the Day Plan under the Guidance of the Manager.

**TECHNICAL SKILLS**

|  |  |
| --- | --- |
| **Skill Type** | **Skill Name** |
| Operating System | WIN 95/98/2000/XP/Vista/WIN 7/WIN 8 |
| Tools Known | MS-Office, Excel, Power Point. |
|  |  |

**ACADEMIC PROFILE**

* Bachelor of Commerce from Lucknow University (2013)
* Higher Secondary (2010)
* Secondary (2008)

**PERSONAL ATTRIBUTES**

* Excellent oral and written communication skills.
* Team work
* Positive attitude
* Highly organized individual.
* Quick learner
* Ability to work under pressure
* Customer Service Skills
* Determined towards work

**PERSONAL DETAILS**

Date of Birth: 1st July 1993

Nationality :Indian

Marital Status : Single

Language Known : English , Hindi, Urdu

Visa Status: : Visit Visa