 Sumeet

[Sumeet.380817@2freemail.com](mailto:Sumeet.380817@2freemail.com)

Looking forward to work with a company where i can use my talents and skills to grow in a peculiar field and expand the company. To secure position which will lead to a long term career relationship and to get elevated in the field assigned and explore my skills to an unending extent.

# EMPLOYMENT

14/02/2018 - Present sales manager- SOBHA Properties (Dubai)

* Oversee activities that lead to a proper sale of a property
* Maintaining up to date knowledge of accessibility value and population growth in order to maintain management of the estate and client
* Provide calculated recommendation to the client in order to help him be decisive about the opportunity of investment
* Schedule appointments with prospective clients to show the proposed properties.
* Prepare and present business proposals to convince clients and secure a deal.
* Conduct price negotiations
* Prepare documents such as representation contracts, purchase agreements, closing statements, deeds and leases
* Coordinate property closings, overseeing signing of documents and disbursement of funds.
* Provide trustworthy feedback and after-sales support
* Monitor the property market to watch out for new and old properties up for sale.
* Maintain an up-to-date knowledge of government housing/property laws and policies
* Build and establish good working relationship with legal counsels and other consulting professionals to exchange ideas and expand personal network

25/09/2016 – 31/01/2018 Relationship manager- DAMAC Properties (Dubai)

* Scout and identify investors with the help of property consultancy services
* Contact potential clients through calls, emails, etc. to offer them property services.
* Evaluate the objectives of investors and clients to identify their needs and requirements.
* Give clients recommendations and advice on appropriate property investments to make.
* Schedule appointments with prospective clients to show the proposed properties.
* Prepare and present business proposals to convince clients and secure a deal.
* Conduct price negotiations
* Prepare documents such as representation contracts, purchase agreements, closing statements, deeds and leases
* Coordinate property closings, overseeing signing of documents and disbursement of funds.
* Provide trustworthy feedback and after-sales support
* Monitor the property market to watch out for new and old properties up for sale.
* Maintain an up-to-date knowledge of government housing/property laws and policies
* Build and establish good working relationship with legal counsels and other consulting professionals to exchange ideas and expand personal network
* Maintain a database of commercial, industrial, and residential properties available on the property market
* Coordinate and attend real estate events such as exhibitions, property launching, presentations and seminar.

01/06/2013 – 31/08/2015 Sales Head– BM Realty (Bhopal, Madhya Pradesh)

* Manage business partnership , due diligence, real estate contact and negotiate key contracts.
* Develop and implement strategies effective in increasing the value of a property
* Develop long-term strategic partnerships in support of the key markets in Madhya Pradesh and Central India.
* Mentor and develop entry level staff into valuable salespeople by providing coaching and conducting On the Job training.
* Guide the marketing team to use the suitable channels of advertisements to promote properties.
* Conduct research and analysis of property market to identify areas with increasing demand and profitability margin.
* Maintain an up-to-date knowledge of government housing/property laws and policies.
* Build and establish good working relationship with legal counsels and other consulting professionals to exchange ideas and expand personal network.
* Maintain a database of commercial, industrial, and residential properties available on the property market
* Arrange business meetings with prospective clients
* Coordinate property closings, overseeing signing of documents and disbursement of funds.
* Provide trustworthy feedback and after-sales support.

# Academic

# Qualification

2012 - 2016 Bachelor of Engineering

* Rajiv Gandhi Proudyogiki Vishwavidyalaya (RGPV-MP)
* 7.38/10

2010-2011 12th standard (Senior high school) – Sagar Public School CBSE

* 63.8/100

2009 – 2010 10th standard (high school) – Sagar Public School CBSE

* 76.6/100

# skills

* A hands on manager able to lead by example.
* Computer Skills (MS Office, Word, Excel, Power Point, Outlook, etc. )
* Acting with the highest ethical standards and always treating others fairly & with respect.
* Having a practical approach to problem solving
* Willing to be accountable, liable, & answerable for actions & decisions.
* A creative & innovative thinker.

# Hobbies

* Basketball
* Gym
* Swimming
* Exploring

# Co-curricular

# Activities

* Mr. India Contest 2015 – 6th position
* Mr. Madhya Pradesh 2014 – Title Winner
* Anchoring – Anchored 6 shows from school level, college and university level
* Extempore Speech – School and College level Winner
* Basketball : District level player (Man of the tournement - 2012, 14)
* Reiki touch Healing – 1st stage
* Head Boy – 2 consecutive years at school (2009, 10)

# Certification

# courses

* Embedded System: certificate in Embedded system of Electronics and Communication.
* Basic knowledge of C and C++ languages.
* MS-Word, Excel, PowerPoint, Outlook
* Successfully completed Technical Training at various centers of All India Radio- 08.06.15-03.07.2015.
* **Studio Training**: Studio Centre comprises of one or more studios, recording and dubbing room, a control room and other ancillary rooms like battery room, a.c. rooms, switch gear room, DG room, R/C room where all the programs are selected and routed from studio to transmitting centre through broadcast quality telephone lines or studio transmitter microwave/VHF links.
* **FM Transmission Centre**:Left and right channel of audio signal are fed to stereo coder for stereo encoding. This stereo encoded signal or mono signal (either left or right channel audio) is fed to VHF oscillator and modulator. The FM modulated output is amplified by a wide band power amplifier and then fed to Antenna for transmission.

# major project

* RFID based Trolley for easy Shopping-In this project RFID chip is used as a security tag for the product and also for accessing the location of the products in the market. An LCD display on the trolley consists of the RFID scanner which reads the tags as the product is kept in the trolley. It also shows the necessary details of the product (i.e expiry date, price, weight). So this project improves the security performance and also the speed of shopping.

# personal details

Date of Birth : 01-09-1993

Place of Birth : Dubai, United Arab Emirates

Marital Status : Unmarried

Gender : Male

Nationality : Indian

# Declaration

I hereby would like to declare that the above furnished information is true to best of my knowledge & belief.