**Curriculum Vitae – Mr Manthan**

**Email:** manthan.384267@2freemail.com



An effective communicator with strong professional relationship building, analytical, problem solving & organizational abilities. Possess a flexible & result oriented attitude.



**Work Experience:** (9 years+)

1. **Kanz Jewels LLC, Dubai, UAE: (2 Yrs, 3 Mths)** From Jan 2016 to March 2018

**Designation:** Customer Service Representative

**Responsibility performed:**

* Achieved key performance indicators assigned by the management
* Developed good rapport with native and international customers
* Achieved sales and revenue goals assigned per business segment
* Pay in, invoice and after sales assistance
1. **Shaurya Jewels, Ahmedabad: (3 Yrs, 8 Mths)** From Apr 2013 to Dec 2016

**Designation:** Quality Check and Supervisor

**Performed and accomplished:**

* Supply chain management and stock maintaining senior executive
* Production cycle, order desk management, product selection
* Achieved sales and revenue goals assigned per business segment
* Pay in, invoice and after sales assistance
1. **AB Jewels, Ahmedabad: (2 Yrs, 9 Mths)** From July 2010 to Apr 2013

**Designation:** Sales Executive and Supervisor

**Performed and accomplished:**

* Developed product brand and sales strategy
* Achieved sales and revenue goals assigned per business segment
* Developed good rapport with customer and over achieved sales targets
* Pay in, invoice and after sales assistance



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| **Education: Higher Secondary School Certificate** | Gujarat Secondary Higher |  |
| Pass Year 2008 **-** 48.00% | Secondary Board |  |
| **Secondary School Certificate** | Gujarat Secondary Higher |  |
| Pass Year 2006 **-** 60.00% | Secondary Board |  |
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**Curriculum Vitae – Mr Manthan Soni**

**Email:**manthan4740@gmail.com **Contact:** +91-97244-41901

**Address:** B-503, Shree Krishala Apartment, Ghatlodia, Ahmedabad, Gujarat, 382481



**Key Skills:** Good communication skills. Negotiator to create win-win situation for employer and client.

I have proven experience and skill to close deals with different level of merchants in market.

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| **Computer** | MS Word | MS PowerPoint | Windows 10 OS |
| **Skills:** | MS Excel | MS Outlook |  |
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**Personal Details: Date of Birth:** 28thMarch, 1991

**Gender:** Male

**Marital Status:** Un-married

**Languages Known:** English, Hindi, and Gujarati

**Hobbies:** Watching Wrestling, Travelling, Movies, Music and Internet surfing



**Disclosure:** I assure you, the given information is true to the best of my knowledge and belief.

**Mr Manthan**

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