

# AKSHAY MAMGAIN

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## SYNOPSIS

A focused hard worker who really enjoys meeting and working with a lot of different people and known for being a clear communicator. A professional who promotes efficiency and profitability through functional and technical analysis. Highly motivated and believes in achieving targets with a total work experience of 5 years in various fields.

## ACADEMICS

| DEGREE   | SCORE      | YEAR      |
|--|------------|-----------|
| PGDM (Finance) / Woxsen School of Business         | 3.3/4 CGPA | 2017-2019 |
| B.Com (General) / Panjab University                | 54.88%     | 2011-2016 |
| XII / Shishu Niketan Model Senior Secondary School | 63.8%      | 2011      |
| X / Shishu Niketan Model Senior Secondary School   | 65.16%     | 2009      |

## WORK EXPERIENCE

### UpGrad

#### Team Lead

- Managing a team of 10-12 sales associates (Admissions Counselors)
- Developing sales goals for the team and ensuring they are met as per the organisation's revenue goals
- Ensuring learning and development for direct reportees by conducting trainings on better customer acquisitions and sales strategies
- Engaging with internal stakeholders regularly for process efficiency and meeting deadlines
- Maintaining good relationships with stakeholders to get new sales through references and referrals
- Client retention by making business plans to increase brand loyalty and enhance customer satisfaction

Hyderabad  
Jan 2023 - Sept 2023

### UpGrad

#### Admissions Counselor

- Achieved sales of over Rs 2.5 crore plus till date which constitutes about 150% of target
- Star Award Winner for Hyderabad in FY 21-22
- Acted as an SME (Subject Matter Expert) for newly hired counselors
- Responsible to manage & convert leads for versatile UpGrad programs which are in collaboration with renowned Universities/Institutes such as IITB, NMIMS, IMT Ghaziabad, Deakin Business School, IITM Liverpool Business School, MICA.
- Counselled for study abroad programs in MBA, Data Science, ML & AI, Software & IT for countries like USA, Germany, Ireland, Canada
- Providing in-depth information to prospective learners, this includes counseling through phone, email, chat and social media.
- Identifying references through the existing customer base to increase the sales pipeline.

Hyderabad  
Aug 2021 - Dec 2022

### Workstore Limited – (A Future Group Company)

#### Business Development Manager

- Generating business from corporates, hospitals, hotels, educational institutions, pharmaceuticals
- Handling existing clients of Workstore Limited
- Develop and utilize an insightful knowledge base of current customer buying strategies
- Product presentation and demonstration at client location
- Mockups/sampling for project orders
- Regular updates to clients for new product introduction

Hyderabad  
Jan 2020 - May 2020

### Jedhru Informatics Pvt Ltd – Payroll Outsourcing Services

#### Business Development Manager

- End to end sales cycle from generating leads to closing the sale
- Maintaining and expanding the company's database of prospects
- Pricing & negotiations with customers on Quotations based on their requirements
- New customer acquisition through various events, campaigns, etc
- Managing all the employees and handling recruitment for the company

Hyderabad  
Apr 2019 - Dec 2019

**Garg Bansal & Associates***Accounts & Auditor Executive*

- Filing of E-TDS Returns and Income Tax Returns
- Auditing of Automated Teller Machine of clients along with complete review
- Stock audit & preparation of complete audit report
- Carrying out audits of Vaults of clients as per checklist
- Auditing of mid-sized bank branches having regional operations across North India

**Chandigarh**  
**Aug 2013 – Sept 2016****INTERNSHIP & OTHER EXPERIENCE****BNI (Business Network International) – Diamond Chapter***Member***Hyderabad**  
**Aug 2019 – Dec 2019**

- Representing Jedhru Informatics to increase its visibility and in turn generate sales
- Participation in more than 10 network meetings with 80+ entrepreneurs
- Increasing exposure to many other people and businesses
- Stood true to the BNI Motto of “Givers Gain”
- Giving referrals to other businesses enabling more sales and generation of revenue for Jedhru

**Reliance Infrastructure Limited***Accounts & Finance Intern***Mumbai**  
**Apr 2018 – May 2018***SAP FICO Module & understanding of Annual Revenue Requirement (ARR) Regulatory Compliance.*

- Processing of invoice after debiting certain deductions.
- Framing invoices and keeping track of outstanding dues for payment.
- Understanding the process through which bills and invoices are processed for records and payments.
- Understanding of the regulations provided by MERC in financing the cost of Reliance Infra.

**CERTIFICATIONS**

| CERTIFICATE      | CERTIFYING AUTHORITY             | YEAR |
|------------------|----------------------------------|------|
| Global Immersion | Nanyang Technological University | 2019 |

**SKILLS**

| TECHNICAL SKILLS                            | PROFESSIONAL SKILLS |
|---|---------------------|
| Microsoft Office(Excel, Word & Power Point) | Team Management     |
| Return Preparation Utility (RPU)            | Goal-Oriented       |
| Tally ERP, Salesforce CRM                   | Analytical          |
| Lead Squared CRM                            | Decision Making     |

**CO-CURRICULAR ACTIVITIES**

- Organised the quarterly BNI Social in Sep 2019
- Attended the MSP Training from BNI in Sep 2019
- Attended many business exhibitions and workshops in the past 6 months
- A part of the winning team of Woxsen Premier League in Feb 2019
- An active team player of Woxsen Premier League in Feb 2018