

M.UDHAYAKUMAR

udhayudhay1245@gmail.com

| 9442122293|

www.linkedin.com/in/udhaya-m9442

PROFILE

“A highly motivated and results-driven postgraduate with a MA in English. I possess a strong foundation Project presentation, Communication and a proven track record of UG & PG in Internship, projects Committed to continues learning and seeking opportunities to contribute my knowledge and skills to “**Business Development Executive.**”

EXPERIENCE

Business Development Executive (July 2023 Present)

I'm working as a **Business Development Executive** in **FOBES SKILL ITECH Pvt Ltd**, Coimbatore. I am possessing communication, negotiation, and interpersonal skills. They should also be results-driven, adaptable Business Development Executive (BDE) is a professional responsible for identifying new business opportunities, building and maintaining client relationships.

Roles & Responsibilities:

Choose Interview Times:

Consider the availability of both the interviewers and the candidate. Use scheduling tools or software to find overlapping availability slots.

Send Invitations:

Send interview invitations to both the candidate and the interviewers. Be clear about the date, time, duration, and location (in-person or virtual) of the interview.

Include any necessary information such as interview format (e.g., phone, video, in person), interviewers' names and titles, and any preparation materials.

Confirm Interview Details:

Ensure that all parties have accepted the interview invitations and have the necessary information.

Double-check that everyone is aware of the interview format and any special instructions.

Conduct the Interview

On the day of the interview, ensure that all technology and equipment are working properly if it's a virtual interview.

If it's an in-person interview, make sure the interview room is set up and ready

Adaptability:

Adapt strategies and approaches as necessary to remain competitive and responsive to market shifts.

Lead Generation:

Generate leads through various channels, such as cold calling, networking, social media, and referrals.

Qualify leads to ensure they align with the company's target customer profile

SKILLS

Java

MYSQL

Computer knowledge (MS Office, Excel, and Power Point, Word)

Presentation skills

Good Communication

Typing skills

EDUCATION

Master of Arts in English in RVS College of arts and science, Sulur, Coimbatore 2021-2023
Percentage 74%

Bachelor of Arts in English in RVS College of arts and science, Sulur, Coimbatore
2018-2021 Percentage 63%

PRESENTATIONS

UG Final project on **The White Tiger** by Aravind Adige.

PG Final project on **Revolution 2020** by Chetan Bhagat Theme –Love and Friendship.

E-Magazine “**LIT-PRISM**” Article on “Child Labour” Sep 2022.

INTERNSHIP

“Teacher Training” Government Higher Secondary School, Sholayar Dam
from December 2019 to April 2020.

AWARD & ACHIEVMENTS

State Level Intercollegiate meet organized by dept of English Won 3rd place of Freeze
Zone,

College Sports Day conducted in March Past participating in 5 times in R.V.S College of
Arts and Science,

School Level in Karate first course completed,

School Level first place in many Dance and speech Competitions.

COURSE CERTIFICATE

Content Marketing

Tourism and Travel

LANGUAGES

Tamil (Native)

English (Conversational)

Malayalam (Beginner)

PERSONAL DETAILS

NAME : UdhayaKumar

DOB : 18/11/2000

GENDER : MALE

AGE : 23

MARRITAL STATUS: Unmarried

NATIONALITY : Indian

DECLARATION

I hereby declare that all the details furnished here are true to the best of my knowledge and belief

M UdhayaKumar