

# Nilam Rakh

Pune, Maharashtra

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## Professional profile

Marketing professional with the post Graduate degree (MBA) in marketing from MIBM.

Having consistent academic record to learn new concepts quickly, and apply innovative ideas for achieving the best result. I am a motivated, Self-starter with a passion to succeed and desire to excel in the areas of marketing, advertising, PR, customer relationship etc.

## Strengths:

- Flexibility and Adaptability
- Dedicated
- Hardworking
- Self-Disciplined,
- Problem Solving and Quick Learner
- dedicated to work
- Interpersonal and Communication Skills
- A Team Player
- Continuous Learner and Proactive
- Positive Attitude
- Hardworking and Ability to Work
- Power Point
- Travelling
- Employee Management
- Documentation
- Administrative Work
- Window
- Office Administrative
- Clients Management
- Microsoft Office
- Soft Skills
- Privacy and Data Confidentiality.

Declaration: I hereby declare that above furnished information is true to the best of my knowledge and ability.

## Personal Details

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**Date of Birth:** 1998-01-01

**Eligible to work in:** India

**Highest Career Level:** 1-2 years experience

**Industry:** Marketing, Sales

**Total years of experience:** 1

## Work Experience

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### **Business Development Executive**

ICICI Prudential Life Insurance - Pune, Maharashtra

May 2022 to February 2023

Familiarize with all products and services offered by our company. ✓ Procure new clients through direct contact, word-of-mouth, and collaboration with the marketing department. ✓ Attend networking activities to research and connect with prospective clients. ✓ Maintain meaningful relationships with existing clients to ensure that they are retained. ✓ Properly explain the products and services to prospective customers when they are taking policies. ✓ Maintain tax and UK regulations, arranging payments and transfers . ✓ Reviewing clients' feedback and implementing necessary changes.

## Education

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### **Master's in MBA Marketing**

MIBM,PUNE - India

August 2019 to December 2021

## Skills / IT Skills

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- Mscit,adaptability,teamwork skill,creativity
- Computer skills
- Marketing
- Communication skills
- Sales
- Business development
- Microsoft Excel
- Customer service
- Negotiation
- English

## Languages

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- English, hindi, marathi - Intermediate

## Additional Information

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- Digi shastra soft tech Pvt Ltd, Pune Intern in Digital Marketing.
- (01/06/2020 – 30/07/2020).
- Raje agro foods Pvt Ltd, Pune Intern as Food Technologist Worked on New Product development and Marketing of that products(6 month).