

PROFESSIONAL OVERVIEW

A result oriented professional with 11+ years of experience in Sales, Relationship and Key account management, Business Development, Operations, Portfolio Management, Customer Servicing & Team Management.

- **Working with The Warehouse Online(Kaarya facilities & services)as a Business Head in South India & Uganda East Africa from Sep 2018 to till date**
 - 1.Planning the marketing activity via branding,merchandizing with marketing team
 - 2.Develop and maintain sales plan and ensure achievement of company sales targets and profitability by properly identifying the corporate (B2B) and B2c clients by establishing and maintaining professional relationships with key decision-makers.
 - 3.Achieving the sales targets set by the organization,manage team and guide team on day to day basis, tracking individual contributors and their accomplishments.
 - 4.Coordination with Managers & team mates for sales, smooth operation of Post sales
 - 5.Coordination with finance for ontime billing and collections from the client
 - 6.Meeting in appartments & techparks admin managers for renewal & new contract for providing facility services.
 - 7.Coordination with recruitment team for relievers ,new hiring for smooth operations,Meeting with Corporates for specialized services(Carpet,Marble care & deep cleaning services)

- **Working with Handiman Services Ltd.(Facility& Security Services) as Deputy Manager- Business**

Development in Bangalore, Karnataka from September 2014- to 17th September 2018

KEY RESPONSIBILITIES

1. Develop and maintain sales plan and ensure achievement of company sales targets and profitability by properly identifying the corporate (B2B) and residential (B2C) projects.
2. Work in close co-ordination with top interior decorators, event management companies, wedding planners, builders, project management consultants and generate business through them.
3. Generate business from existing clients and manage the key existing accounts efficiently.
4. Research, source, make initial contact (cold calling, telephone prospecting), and meet potential clients at their locations to accurately qualify the prospect
5. Prepare and present proposals and close new accounts by coordinating requirements; developing and negotiating contracts; integrating contract requirements with business operations.
6. Closely work with internal operation team and also outsourced vendors to ensure 100% service delivery within the TAT (Turnaround Time) and till the execution of the project.
7. Submit daily / weekly monthly progress reports and ensure data is accurate.
8. Forecast sales targets and ensure they are met by the team.
9. Manage team and guide team on day to day basis, tracking individual contributors and their accomplishments.
10. Sourcing manpower, give proper training and deploy the manpower to various sites, site visits and payment follow-up
11. Handling housekeeping staff during cleaning in the office premises for daily routine jobs, events
12. Arrangement of transportation for manpower with outsource vendor

- **Worked with Sri Sankara T V Channel- (Executive Media Sales) in Bangalore, from June 2012 to September 2014**

KEY RESPONSIBILITIES

1. Understood the Business Standards and Implemented Accordingly
2. Prepare Estimates to Know About Recruitment of Various Resources and Operated to Maintain and Achieve Targets Set By the Organization
3. Visit various corporate & retails help them to get business from TV channel to giving ads, like scrolls, cubical & video slots programme

- **Worked with Deccan Chronicle Holdings Ltd- since Feb 2010- 30th May 2012 in Bangalore**

KEY RESPONSIBILITIES

1. Responsible for Sales in Institutional Subscriptions of **Deccan Chronicle (NEWS Paper)**
2. Brand amongst Educational Institutions by Increasing Its Circulation.
3. Responsible for Bulk Sales, Bulk Subscriptions.
4. Organizing seminars for various institutions like Schools & college
5. Build and Sustain Relationship With Key Decision Makers to Meet Sales Objectives.
6. To Keep a Constant Follow Up, Merchandizing, Small Events and Promotional Activities.
7. Appoint and Nurture Channel Partners to Help Create and Service Institutional Business

CAREER HIGHLIGHTS

Handiman services Limited

- Awarded for becoming the number 1 performer in 2015 & 2016 achieving targets set by Organization
- Promoted as Deputy manager in April 2017

The Warehouse online.com

- Promoted as Business Head in August 2020

ACADEMIA

- SSLC from St.Annes High School Maddur, Under SSLC Board Bangalore
- Diploma in Electronics & communication from Cauvery Polytechnic under Technical Board Bangalore
- Certificate programme in Management from National Institute of Business Management
- Bachelors in Business administration from National institute of Business Management
- MBA in HR & Marketing from National institute of Business Management

PERSONAL DOSSIER

Name : **Jeevan S P**
Father name : **Puttaswamy Gowda S K**
DOB : **01st April 1989**
Languages known : **Kannada, English and Hindi**

STRENGTHS

- Relationship and Key Account management
- Team Management
- Sales Management
- Customer servicing
- Adaptability

