



SHRUTHI DEVADIGA

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WORK EXPERIENCE:



VIZTAR INTERNATIONAL PRIVATE LIMITED

Business Development Executive October 2018 – October 2021

- Expertise in managing 4 different verticals which includes Business process outsourcing (BPO), Human resources outsourcing (HRO), Self-assessment vertical (FPI) and Background Verification vertical (BGV).
- Excellent customer service & support to management by maintaining strong relationship with our vendors and corporate Clients.
- Handling third-party vendors by preparing reports and providing them with agreement Solutions.
- Lead generation for all the 4 verticals, schedule meetings and organizing conferences.
- Assisting the company with new customers for the business, also by upselling and cross selling additional products and service.
- Supervising commercials & presentations before sending it to the final client.
- Interactive Voice Response (IVR) recording for calls which also includes Call Scripting.
- Selecting and connecting the company with clients looking out for back-office bulk hiring.
- FPI vertical involved getting in touch with corporates, collages, independent business owners for self and group assessment
- Background check of employees of different companies with respect to their education, previous employment, permanent address and other legal checks.



CARWALE

Car Sale Consultant March 2018 - September 2018

- Client management of non-premium cars.
- Lead generation for Car Showrooms.
- Lead generation for resale of cars.
- Customer support & service through calls, chats and emails.
- Cross pitching and selling competitive brands.



UNICEF INDIA

Relationship Manager March 2016 - January 2018

- Customer Support & Service and Cold calling for lead generation
- Conduct fundraising activities in Corporates & Non-Corporates
- Old-age Home's & Orphanages Activity Management
- Organizing fundraising camps, campaigns and marathons



SUCHEES HOMESTAY

Tourism Manager and Host March 2012- March 2016

My family owns and runs the tourism business at 4 different areas in Kerala, India.

- Developing and planning tourism strategies and itinerary with my parents (Business Owners) for guests
- Arranging activities like yoga, ayurvedic massage classes, temple tours
- Handle the house keeping department of the guest houses.
- Maintaining and promoting the social sites and managing bookings.

ONLINE FOOTPRINTS:



LinkedIn Profile: Shruthi Devadiga

EDUCATION:



University of Hertfordshire

MSc in International Business 2021 Batch



NMIMS (Mumbai University)

Master in Business Administration (MBA)

A grade (1st class with distinction) 2020



PCACS (Mumbai University)

Bachelor in Management Studies (BMS)

A grade (1st class with distinction) 2018



St. Teresa's Anglo Indian Higher Secondary School (Kerala University)

12th (Higher Secondary Education)

82% (1st class with distinction) 2014



St. Teresa's Anglo Indian Higher Secondary School (Kerala University)

10th (High School Education)

86% (1st class with distinction) 2012

TECHNICAL SKILLS



Microsoft Office

PROJECTS



1. **MUMBAI UNIVERSITY** Life Long Extension & Learning Program by Mumbai University 2017-18.



2. Sick New Born Care Unit Project by UNICIF India - Installation sick new born care units for hospitals in Nandurbar & Jalna (districts in Maharashtra) 2016-17.



3. Premature Baby Birth & Pregnant Women Health Care Project by UNICEF India fund raising campaign to help the pregnant women and premature babies 2017-18.



4. Special Kids Care Camp, with respect to Indian Independence Day. Organized by Rotract club of Navi Mumbai as a Rotary International youth club 2017-18.



5. Overall sports competition organized by Rotract Club as a Rotary International youth club 2018-19.



6. Judge/ Member/ Professional Development Director/ Organizer for Miss & Mrs. Belleza, with respect to International Women's Day. The aim of the project was to Empower Women. A project organized by Rotract club of Navi Mumbai as a Rotary International youth club 2019-20.



7. Professional Development Director for the project on Importance of Silence and Mediation organized by Rotract Club as a Rotary International youth club 2020-21.
8. Organizer for Maharashtra Art festival 2019 organized by Vibaratha-bhava in association with media eye and Times of India 2019-20.



9. Team member at the Annual fest "Alegria" The festival of joy, Also the winner of the title Miss. Alegria 2018-19.



10. Choreographer at Pacemakers Dance Academy for Concept based street plays and stage shows 2016-17.

INDUSTRIAL EXPOSURE

- International Business Conference in Marketing (D.Y Patil University) 2017
- Wealth Management Seminar Organized by PCACS (Mumbai University) 2016
- Network Marketing Seminar Organized by several National and International MLM Companies 2016-2020
- Whistling Woods - Digital Marketing & Art Seminar 2016
- Times Of India - Art Seminar along with Art Festival 2019
- Volunteer/ Member/ Professional Development Director at Rotract Club as a Rotary International youth club 2017-2021
- Volunteer at Sightsavers India (NGO for blinds) 2017-2018
- Volunteer at UNICEF India 2016-2018

ACHIEVEMENTS & AWARDS

Work Achievements:



GO GETTER award from Viztar International



TOP ACHIEVER OF THE QUARTER from Carwale



NATIONAL AWARD at UNICEF India for being the promising new comer & Facer.

Academic Achievements:



Student of The Year - PCACS (Mumbai University)



Academic Excellence Award - PCACS, For BMS (Mumbai University)



Academic Excellence Award -12th (Kerala University).



Academic Excellence Award -10th (Kerala University).

Sports Achievements:



State Hockey Player (Centre Forward) (Kerala State)



Air Rifle Shooter (Maharashtra State).



Badminton Player (Kerala and Maharashtra State)

Art Achievements:



Winner and title holder for 9 Crowns & 11 sashes at State and National Level
2015-2020



Classical & Folk Dancer (Kerala & Maharashtra State) 2000-2019



National level Brass Band Leader (Kerala State) and Lead trumpet Player
and stage performer 2009-2018



Published Author / Co- Author for 15 anthologies



Amazon Best Selling Author (Loud Silence)

MY INTERESTS

- Trekking and Traveling
- Dance and Music
- Sports and Adventure

PERSONAL PROFILE

Date of Birth: 03/01/1997

Nationality: INDIAN

Known Languages: English, Hindi, Malayalam, Tamil, Marathi

Birth Place: United Arab Emirate (UAE)