

SAMEER NIYAZI

Mobile: +91-8878020032

Sameerniyazi55@gmail.com

Location: Shahdol (MP) Pin: 484110

CAREER OBJECTIVE

To associate with an organization that provides open and progressive work culture, challenging job opportunities and exposure to multiple industry types. To be a part of such environment which will serve as a platform to learn and enhance my skills and fully contribute my knowledge and experience for employer's benefit and its upliftment.

ACADEMIC QUALIFICATIONS

YEAR	Degree/Certificate	Institute (University)
2019	MBA(Marketing/Finance)	B.U Bhopal
2018	PGDCA	RGPV Bhopal
2017	BBA	B.U Bhopal
2012	12th	M.P Board
2010	10th	M.P Board

PROFESSIONAL SKILLS

- I have expertise in consulting and sales.
- I have expertise in manpower management.
- Good to adopt any kind of professional working atmosphere.

PERSONAL ATTRIBUTES

- Strong interpersonal, leadership and communication skills.
- Strong customer focused approach. Maintains positive and diplomatic relation with client.
- Possess improvised soft skill set in managing & negotiating.
- Honest, sincere & proactive approach towards duties and responsibilities.
- Always ready with confidence for new & challenging assignments.
- Believe in continual learning and improvement at all stages of work.

WORKING EXPERIENCE

Feb'2023 to may' Oct'2024- Background Verification Specialist

Cum Business Development associate

Clean Sheet Group

Authorities and responsibilities:

- Closely Collaborated with working professional /Students, Conducted multiple Virtual Sessions and Help them to developing their career goals, pathways based on their interests & abilities, design personalized academic plans that align with their career goals and accommodate their busy schedules. to facilitate work-life balance and academic progress. And Close the Deal.
- My Another major part of the work in a company is to detect fake degrees, employment certificates, professional licenses, as well as utilize various risk prevention tools, and other data solutions
- To Validate checks & Site Visit
- Follow-up through call's & Mail

Nov' 2020 to Sep22' - Academic Counselor

Vedantu Innovation Pvt. Ltd.

Authorities and responsibilities:

- Inside Sales Representatives work in either an office environment or a retail setting selling Courses to customers. we're often responsible for gaining new leads and converting them customers by building lasting connections and relationships with them.
- Meet with customers/clients face to face or over the phone

**August 2019 to Oct 2020' - Project Associate cum Placement Officer and MIS Officer
Indianeers Media Pvt. Ltd.**

Authorities and responsibilities:

- As a **Project Associate** I have to Explore possibilities in new Places and survey there for our Project and find Partner who can invest and work with us
- Coordinate with Govt. Department and established Training center and other worklike staff hiring and others

PERSONAL DETAILS

Date of Birth	:	29 Nov. 1994
Father's Name	:	Mr. S k Naseer
Mother's Name	:	Mrs. Sarvari Begum
Marital Status	:	UN-Married
Languages Known	:	English, Hindi & Urdu
Hobbies	:	Playing Chess & Badminton

DECLARATIONS

Hereby declare that the details mentioned in my Resume are correct and true to my knowledge.

Date:

Place: Shahdol

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