**Rohit Ramnarayan MOB: 9920763777**

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**SPECIALIZATION: MARKETING**

**OBJECTIVE:**

Utilize my skills and gain further experience while enhancing the company’s productivity and reputation.

**ACEDEMIC QUALIFICATION:**

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| **QUALIFICATION** | **YEAR** | **INSTITUTE** | **PERCENTAGE** |
| Masters of Management Studies. | 2012-2014 | Guru Nanak Institute of Management Studies (GNIMS), Mumbai. | Grade C |
| Bachelor of Commerce. | 2009-2012 | Tilak College of Arts, Science and Commerce, Vashi. | 52% |
| Higher School Certificate. | 2008-2009 | Tilak Jr. College, Nerul. | 53% |
| Secondary School Certificate. | 2006-2007 | Mahatma Gandhi Mission High School,Nerul. | 61% |

**WORK EXPERIENCE:**

**Total Work: Since 30th of September 2014 till date. (8 Months)**

**Organization: Serco Global Services Pvt. Ltd.**

Serco is a **£** 4.65 billion international service company which excels at improving the quality and efficiency of essential services that matter to millions of people around the world. Serco currently has 100,000 employees globally. In India, Serco has over 30,000 people spread across 22 cities, delivering voice based solutions, database management and back office support services to the customer.

**Title: Business Development Executive**

Description: Sourcing American Express Corporate Cards to the Middle Market. (Companies from 5cr – 500cr)

Sourcing American Express Corporate Deals to the Travel Agents & Transporters for their Air Ticket bookings and Fuel Expenses respectively.

Maintaining relationship with the clients and providing the client Post Sales Services.

Manage and be responsible for the documentation of all the financials and related documents of the client.

**INTERNSHIPS:**

* **Live Project at Big Bazaar: (Sakinaka branch)**

-Sales & Promotion of various product combos to the walkin customers during the “Sabse Sasta 5 Din” event of Big Bazaar.

* **2 Months Summer Internship at Times of India.**

-Brand Activation of 10 newly launched magazines published by BBC and distributed by TOI.

-Sales and Promotion of the magazines published by TOI.

**I.T PROFICIENCY:**

* Operating System: Windows XP, 98, 7
* MS Office 2003 & 2007: Ms Word, Ms Excel, Ms PowerPoint.
* Hardware: Assembling Configuration, Troubleshooting & Networking.
* Adobe Premiere Pro (Video editing).
* Adobe Photoshop (Photo editing).

**ACHIEVEMENTS & CERTIFICATES:**

* Received certificate of Appreciation for showing exceptional dedication, enthusiasm & customer focus at the Big Bazaar Express store during the promo “SABSE SASTE 5 DIN”.
* Silver Medal in Shot Put (District Level).
* Participated in National Science & Cyber Olympiad.

**KEY SKILLS:**

* A team worker with good communication skills capable of working on several tasks at once.
* Good time management skills.
* Analytical thinking and planning.
* Accuracy and Attention to detail.

**PERSONAL DETAILS:**

Date of birth: 22nd May, 1990.

Nationality: Indian

Gender: Male

Marital status: Single

Languages known: English, Hindi, Marathi.

Hobbies: Playing Cricket, Internet surfing, Online gaming, Mobile & Console gaming.

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Santacruz (E), Mumbai - 400098.