**Siddhata khatri**

**Business Development Executive.**

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| Contact: +919975362991 | Email: [siddhata90@gmail.com](mailto:siddhata90@gmail.com) |

A Business Development Executive with 5 years of experience which involves inside sales and business development. Passionate about writing online web/SEO content and also relationship building with leads/prospects. Excellent verbal and writing skills, sound with English, Hindi and Marathi communication.

**Key skills:**

* Lead generation.
* Business Development.
* Content writing for mailers, website, Google adwords Ad Copy.
* Relationship Building.

**PROFESSIONAL EXPERIENCE**

**EXPERIENCE: 1**

**May 2013 to Nov 2016**

**Remunance Systems Pvt Ltd.**

**Position 1:-Inside Sales Executive***.*

Key responsibilities:-

1] Building Partnership network.

2] Working with Forums for Brand building and networking.

3] Database generation from different sources and internet search.

4] Identifying potential leads and record the same in CRM system (Zoho).

5] Communicating with Leads about Payroll offerings and converting them into appointments.

6] Online demo to the leads if required.

7] Handling email campaigns and writing content for the same.

**Position 2: Marketing coordinator.**

1] Manage and execute market activities to identify new business opportunities and

emerging markets.

2] Increasing brand awareness using social media.

3] Coordinate and assist in the entire sales cycle by working closely with the

sales team including creating marketing collateral's, proposals, updating CRM.

4] Coordinate with SEO and advertising agencies.

5] Content writing for email campaigns, and social media posts.

6] Handling existing Clients and their requirements.

7] Responding to all the enquiries generated through the inbound marketing activities.

**EXPERIENCE: 2**

**March 2017- till date**

**CompanyHub CRM.**

**Position 1:-Business Development Executive***.*

1] Calling in-bound leads.

2] Scheduling online demo with the leads.

3] Conducting an online demo.

4] Relationship building.

5] Generating a good sales pipeline.

6] End-to-End sales closure.

7] Account Management.

8] Ensuring Customer satisfaction and also paying attention to generating recurring bills and payments.

9] Off Page SEO content writing as guest author.

10] Adwords Ad copy writing.

11] Promotional email writing.

**KEY ACHIEVEMENTS:-**

Been identified with “Extra mile Award” for booking new orders for the year 2014-15 at Remunane Systems Pvt Ltd.

**EDUCATION:-**

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| **Course** | **Board / University** | **Year of passing** | **Class** |
| MBA- Marketing | Pune University | 2014 | First Class. |
| B.Com | Pune University | 2011 | Higher second class |
| H.S.C | Maharashtra Board | 2008 | First Class |
| S.S.C | Maharashtra Board | 2006 | Higher second class |

**REFERENCES**

Available upon request