

Pratibha Pyasi

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CAREER OBJECTIVE

Seeking managerial assignments in overall administration, HR/Textile & Fashion designing while attaining and sustaining excellence in professional sphere. Utilized my skills to the fullest and become an asset for the company.

Professional Synopsis

A dynamic professional with 20 years of cross-functional experience in administration, HR, Textile. Designing and Relationship Management in diversified industries such as manufacturing, service education. A keen planner, strategist & implementer with demonstrated abilities in devising administrative/HR activities and accelerating the business growth. Expertise sales and marketing with key focus on top line profitability. Track record of consistently achieving assigned targets for generating business and leading workforce towards accomplishing business and corporate goals.

Core-Competence

- ✓ Expertise in handling clients and better inter-personal relations for growth and development of the organization
 - Personality and human resource development
 - Corporate and Retail Sales Management
 - Human resources management
- ✓ Knowledge and skills in handling modern/automated equipment and gadgets like computers, office machinery and equipment and basics of information technology
- ✓ Understanding the concepts and principles of management, office maintenance and practices according to procedures and business legislation to manage the office effectively and efficiently
- ✓ Competence in information and processing its storage, documentation and retrieval ability to support & sustain a positive work environment that boosts team performance with strong communication & relationship management skills.

Company Profile:

Elley's Electrical India Pvt Ltd dealing in modular switches and all types of electrical products.

Company is in India from last 36 yrs.

Work Profile:

- ✓ Designation : Asst Sales Manager
- ✓ Organization : Elley's Electrical pvt ltd
- ✓ Location : Gujarat
- ✓ Duration : November 2022 to till date

Job Profile :

- ✓ Product Promotion in Architect and Builder Section.
- ✓ Get approval in GOVT. Section Like Housing Board ,MES,
- ✓ Generate retail Business from architect.

Company Profile:

AMBANI HOME SOLUTIONS is dealing in Tiles, Faucet, Kitchen sink and Sanitary ware. Company is in this industry from last 30 years. dealing in majorly Builder, Architect section and GOVT. section.

Work Profile:

- ✓ Designation : Business Development Manager
- ✓ Organization : AMBANI HOME SOLUTIONS
- ✓ Location : Gujarat, MP, Rajasthan
- ✓ Duration : December 2020 to July 2021

Job Profile :

- ✓ Product Promotion in Architect and Builder Section.
- ✓ Get approval in GOVT. Section Like Housing Board , MES, CPWD and PWD.
- ✓ Generate Dealer and Franchisee in 3 State.

Company Profile:

Grafdoer (VMS Bathware Pvt. Ltd) is dealing in Faucet, Kitchen sink and Sanitary ware. Company is in this industry from last 18 years. dealing in majorly builder and architect section

Work Profile:

- ✓ Designation : Buisness Development Manager
- ✓ Organization : VMS Bathware Pvt. Ltd
- ✓ Location : Ahmedabad
- ✓ Duration : October 2019 to June 2020

Job Profile :

- ✓ Product Promotion in Architect and Builder Section.

- ✓ Generating Business with Architect and Builder Department.
- ✓ Generate new dealer for product showroom.
- ✓ Preparing monthly sales chart of Retail Client, Architect and Builder Department.
- ✓ Close the client and solve their query.

Company Profile:

HOF(Home and Office Furniture) is very Famous brand in furnishing items like commercial chairs and office and residential sofa . And Hof is working last 30 yrs in furnishing Products.

Work Profile:

- ✓ Designation : Public Relation & Sales Manager
- ✓ Organization : HOF Furniture System Pvt. Ltd
- ✓ Location : Ahmedabad
- ✓ Duration : April 2017 to July 2019

Job Profile :

- ✓ Product Promotion in Architect Section.
- ✓ Generating Business with Architect and Builder Department.
- ✓ Preparing monthly sales chart of Retail Client, Architect and Builder Department.
- ✓ Close the client and solve their query.

Company Profile:

PLUMBER Faucets (One for Everyone) is very Famous brand in Bathroom Fittings in North India. And the company is manufacturer of all types of Bathroom Faucets and Shower, Sink Taps and Universal Accessories of Bathroom.

Work Profile:

- ✓ Designation : Business Development Officer
- ✓ Organization : Aqua Plumbing Pvt. Ltd (Plumber Lounge)
- ✓ Location : Ahmedabad
- ✓ Duration : January 2014 to April 2017

Job Profile :

- ✓ Product Promotion in Architect Section.
- ✓ Generating Business with Architect and Builder Department.
- ✓ Preparing monthly sales chart of Retail Client, Architect and Builder Department.
- ✓ All admin work.

Company Profile:

Dr. Batras Homeopathy(Proven And Preferred) One of the most coveted and leading homeopathy clinic in all over India for the treatment of various diseases like Hair loss, Psoriasis, Diabetes, Hair Transplant.

Work Profile:

- ✓ Designation : Patient Care Manager
- ✓ Organization : Dr. Batras Positive Health Care Ltd.
- ✓ Location : Ahmedabad
- ✓ Duration : June 2013 to January 2014

Job Profile :

- ✓ Arrange appointment for the Patient.
- ✓ Convincing new patient for treatment and products.
- ✓ House Keeping Department
- ✓ Maintenance

Company Profile:

Famy Care Pharmaceuticals is the Manufacturing Unit of Contraceptive pills, Male condoms in western India.

Work Profile:

- ✓ Designation : Hospitality Executive
- ✓ Organization : Famy Care Pharmaceuticals
- ✓ Location : Ahmedabad
- ✓ Duration : June -2012 to June-2013

Job Profile :

- ✓ Arrangements of guest travel, stay, lunch refreshment orders
- ✓ House Keeping Department
- ✓ Maintenance
- ✓ Tickets Booking of Entire staff and guest
- ✓ Raising purchase requisition of HR and Admin
- ✓ Preparing summary of Vendor bills.
- ✓ Handling of recruitment in all department.

Audit Faced :

- ✓ USFDA
- ✓ Merck
- ✓ Yuganda
- ✓ WHO
- ✓ ANVISA
- ✓ Pfizer

Company:

Hotel midland: Worked in hotel industry in Bhopal (Madhya Pradesh), almost for 5 years from July 2007 to April 2012. It's one of the best hotels in Bhopal section for tourist.

Job Profile:

- ✓ To handle the various customer's and help them as per their issue's and problem.
- ✓ Managing the manual accounts of the hotel and to look after the every service of the hotel.
- ✓ Managing the customer relationships, corporate tie-ups and arranging the corporate meetings.
- ✓ Arranging Events on a month basis with proper co-ordination.

Work Profile:

- ✓ Designation : GRE(Guest relationship Executive)
- ✓ Organization : Hotel Midland
- ✓ Location : Bhopal
- ✓ Duration : January 2009 to April 2012

Company

The **Engineers Academy** one of the leading Engineering Training Institutes of India engaged & granting coaching to the engineering students and preparatory coaching **GATE IES, PSUS**, etc. The company is having a vast franchise networks spread all over India.

Job Profile

- ✓ Managing customer service & ensuring the customer satisfaction by achieving delivery & science quality norms.
- ✓ Implementation in Educational market in M.P.
- ✓ Interfacing with franchise for understand their requirements & suggesting the most visible solutions/products and cultivating relations with them for customer interaction & enhancing the business.
- ✓ Developing relationships requirement, resolving their complaints, organizing the seminars on different subjects all over the state and Centre..
- ✓ Leading & motivating the team to achieve all set targets within limited period.
- ✓ Regular activities for achieving the competition requirement for chasing the market competition and suggestion of marketing plan to the franchise.

Work Profile:

- ✓ Designation : Customer Relations Officer
- ✓ Organization : Engineers Academy.
- ✓ Location : Bhopal
- ✓ Duration : December 2007 to December 2008

Company Profile:

ELEGANZ(The New Pinch)One of the most coveted and leading Garment stores of Central India. An exclusive store based on international concept and the first of its kind in central India. The store offers an extensive range to choose from formal wear, Casual wear, Actual post and accessories.

Job Profile

- ✓ Increasing the revenue for the company from the Corporate and Mass.
- ✓ Marketing presentation, Promotion and sales of Company's Products.
- ✓ Maintaining high level of customer satisfaction & retentions.

- ✓ Monitoring of inventory & stock.
- ✓ Suggesting new ideas for enhancement of the company's revenue and for the promotion the company's products.

Work Profile:

- ✓ Designation : Executive (Sales)
- ✓ Organization : Eleganz, Bhopal
- ✓ Location : Bhopal(M.P)
- ✓ Duration : November 2005 to November 2007

Strengths

- ✓ Full of confidence and hardworking.
- ✓ Innovative in Planning and Implementing
- ✓ Desirable & Career oriented
- ✓ Honest & receptive of mind etc.
- ✓ Good Interactive and convincing skills
- ✓ Good in handling challenge and to learn new things in a positive way.

Educational Qualifications:

- ✓ Passed X in year 1998 with aggregate 62% from U.P board.
- ✓ Passed XII in year 2000 with aggregate 51% from U.P board.
- ✓ Diploma in Textile Designing from Varanasi polytechnique college (U.P) in year 2004 with aggregate 75%.

Personal profile

- ✓ Husband Name : Mr. Vijay Sharma
- ✓ Date of Birth : 25th July, 1983
- ✓ Marital Status : Married
- ✓ Nationality : Indian
- ✓ Hobbies : Painting, Designing & creating new thing.

Date:**(PRATIBHA SHARMA)**