**JAYESH YADAV**

Mobile: +91 9033032287 E-Mail:jayesh528@gmail.com

* An excellent *Sales* professional of enriching experience in *sales*, Business Development & Team management.
* A trained professional in Effective Communication and Excellent Presentation Skills with ability to interact & negotiate with the Clients**.**
* *Presently associated with* ***IL&FS Skills Development Ltd..****AHMEDABAD,designated as* ***Assistant Manager (Operation)*** *managing corporate clients and 5 Branch (Gujarat and 3 Govt. Project).Managing Team of 30 Employees.*
* Demonstrated capabilities by maximizing business by enhancing service levels.
* A proactive leader and planner with expertise in strategic planning, business plan execution and creating a team work environment to enhance profitability.
* Demonstrated abilities in expanding the market, overseeing product promotion activities and choosing channel partners for proper distribution sales.
* Possess enriched knowledge base and core experience in Negotiation, Key Account Management, Sales Analysis and Performance Management; worked in the direction of developing proper relationships with the clients and delivered efficient services to them.
* An *effective communicator* with exceptional relationship management skills with ability to relate to people at all levels of business and management.

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**AREAS OF EXPERTISE**

**Profit Centre Management**

* Formulating operating budgets to ensure optimum utilization of available resources towards the accomplishment of overall corporate goals.
* Executing performance reviews and setting a goal sheets.
* Overseeing the operations including recruitment, training & development of the team.

**Sales and Marketing/ Business Development**

* Managing sales and marketing operations thereby achieving increased sales/maximizing profit in assigned responsibility.
* Initiating and developing relationships with key decision makers in target organizations for business development.
* Identifying prospective clients from various sectors, generate business from the existing, identifying different SOB, and thereby achieve business goals.

**RECORD OF COMPETENCIES & ACHIEVEMENTS ACROSS ASSIGNMENTS**

**Aug’2006– September’2008 ,ICA Infotech(P) Ltd. Kolkata**

**Designated :Centre Manager**

**Noteworthy Contributions:**

* Assigned the responsibility to take up the challenge to set the branch up from scratch & build up to a ProfitCenter.
* Demonstrated excellence in accomplishing the goal set.
* Rendered extensive assistance & training to build and develop the team for achieving the goal set.
* Further enhanced business by multiplying resource strength internally & externally.
* Planned and implemented geographical and strategically growth for further profitability to the Organization.
* Holds the distinction of achieving over 100% across all parameters.
* Assigned the responsibility to take up the challenge to set the branch up from scratch & build up to a Profit Center.
* Build Up Centre marketing & Branding.
* Trained Centre Sales & Marketing team Regarding Company Product
* Planned and implemented geographical and strategically growth for further profitability to the Organization
* Implemented proper Induction procedures for the new joinees.
* Handeling Team of 7 team Member.

**Appreciations / Attainments:**

* **“E-Club Manager”** Award for May’07 & June 07
* **“Achieving 100%Target”** for January’08
* **“Achieved 100 % target”** for July’08

**July,09 to April ‘10 with Arena Animation, Kolkata**

**Designated as Marketing Manager**

* Marketing Planning & Implemented.
* Branding Like Paper Add, Hoarding, Leaflet etc.
* Tied Up with Colleges, local institute etc for increase the centre walk in.
* Counseling the walk in enquiry and make them enrolled for the carrier Courses.
* Prepare Marketing Budget for Centre.
* Give proper sales & marketing training to ME & Counselor.

**April,10 to June ‘12 with Aptech Computer Education, Kolkata**

**Designated as Centre Manager**

* Marketing Planning & Implemented.
* Branding Like Paper Add, Hoarding, Leaflet etc.
* Tied Up with Colleges, local institute etc for increase the centre walk in.
* Counseling the walk in enquiry and make them enrolled for the carrier Courses.
* Prepare Marketing Budget for Centre.
* Give proper sales & marketing training to ME & Counselor.
* Maintain Centre Administration.
* Maintain Centre accounts &Aptech Portal
* Plan out centre marketing strategies
* Trained Marketing & sales team
* Solve student’s problem by taking their feedback
* Corporate tie-up.
* Handeling Team of 8 Team Member

**Appreciations / Attainments:**

* “ Tied Up With well known NGO & Meet 150% target”

**2 December,2013 to 30th July 2014 with ICA Infotech (P) Ltd., Ahmedabad**

**Designated as Placement Executive.**

* Placed(SC-Govt sponsored) Candidates in different company.
* Tie-up with company for student’s placement.
* Documents Management.
* Prepare MIS Report
* Generate lead for corporate projects (Star Project).

**August,2014 to August 2015 withDr.Reddy’s Foundation , GujaratDesignated as Placement Officer.**

* Placed Candidates in different company.
* Tie-up with company for student’s Paid placement.
* Documents Management.
* Prepare MIS Report
* Taking WRM Session.
* **Monitor 6 Centre Placement all over Gujarat.**
* Up skill and Institution Skills
* Certified in Arbinger
* Handling 6 Branch’s in Gujarat.

**September,2015 to March 2016 with Edujobs Academy (P) Ltd., GujaratDesignated as Placement Manager.**

* Support Training Partner for Placement and SOP Compliance **(DDU-GKY)**
* HR Spoc for Gujarat
* Placement for SUC Dahod and Palaj (**Skill Up gradation Centre**)
* Liasioning with Govt Official.
* Corporate Tie-Up for Placement.
* **NULM** Placement for Rajkot and Dahod
* MIS
* **Opening New centers**
* **Managing Operation of Region**

**March,2016 to Till with IL&FS Skills Development Ltd, Gujarat Designated as Assistant Manager.**

* Marketing Planning & Implemented.
* Branding Like Paper Add, Hoarding, Leaflet, **Social Media** etc.
* Tied Up with Colleges, local institute etc
* Prepare Marketing Budget for Centre’s.
* Give proper sales & marketing training to Mobilizers, Center Head,Faculty & Counselor.
* Maintain region Administration.
* Maintain Region accounts.
* Plan out marketing strategies
* Trained Marketing & sales team
* Solve student’s problem by taking their feedback.
* Corporate tie-up.
* Govt. Project Liaison.
* Project proposal preparation.
* Making Franchise for Govt Project and support.
* MIS & Documentation.

**ACADEMICS**

**B.com FromCalcuttaUniversity**

**Advance Diploma in IT From NIIT**

**TRAININGS ATTENDED**

* **Corporate Business Communication conducted by BipParmar**
* **Arbinger Training on Life Skills**.

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**PERSONAL DOSSIER**

Address : 401, ICB Park, Behind Vandematram city, Gota, Ahmedabad, Gujarat.

Date of Birth : 02 September 1982.

Marital Status : Single

Languages Known : English, Hindi, Bengali, Gujarati

Location : Ahmedabad, Gujarat.

Current CTC : 3.48 Lac/PA.

Expected CTC : 4.60 Lac/PA