**KANDARP DAVE**

A-503, Shyam Villa Apartments-1, B/h. MatrubhumiBunglows, Nr. D-Mart Mall,

Opp. KathiawadiDhaba, Nikol-Naroda Road, Ahmedabad, Mo: 09327659461.                     Email:[kandarp.dv@gmail.com](mailto:kandarp.dv@gmail.com)

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**Career Objective**

An experience professional with over 14 years of experience in Media (Time & Space) selling and customer care field in client servicing and would like to be in media marketing department in any diversified media conglomerate. I like to meet and interact with people and to convince them for the media service suitability for their products and services.

**Skills set:**

* Good interpersonal and communication skills.
* Energetic and enthusiastic to learn new things.
* Good administrative and people management skills

**Professional Experience :**

Jan- 2015 – Till Date. **Margi Magazine –** Gujarat - Marketing Manager.

**Key Responsibility :**

* Interacting with national clients to promote our group of publication for their product,their services and convince them to release ads in our monthly Magazine.
* Pitching the Clients with lucrative offers as per their markets.
* Preparation proposals for agencies and clients by understanding their requirement.

July -2014 –Dec-15.**Sudarshan TV ( 24 \* 7 ) National Hindi NEWS Channel,**Ahmedabad -Gujarat Marketing Head.

**Key Responsibility:**

* Responsible for revenue generation for the channel from the Gujarat in terms of Ad Sales and achieving set targets as given by the management.
* Pitching the Clients with lucrative offers as per their markets.
* Selling Special Properties, Events,FCT and Non FCT.
* MIS, Presenting Reports on Weekly, Monthly,Quarterly and Annually with regard to revenue generation, Missing reports, FCT Analysis, Competitor Activities etc.
* Doing all back office operations at branch level as processing Release Orders, deals &materials.
* Handling Outstanding, Payments of the Clients & Agencies.
* Dealing with all agencies across to promote business and coordinate with the clients.
* Handling corporate sales, retail & Government departments for Ad sales across the Gujarat.

Feb-11 –May-14.**Rajasthan Patrika Pvt Ltd,Ahmedabad -**Asst. Manager. Marketing.

**Key Responsibility:**

* Interacting with clients and advertising agencies across Gujarat to promote publication and update them on regular basis and necessary follow-ups to rope in present & new clients (Corporate Clients- Local & National / Retail Clients& PSU’s) for Gujarat, West Bengal, Karnataka & Tamilnadu editions.
* Preparation of proposals for advertising agencies and clients relevant to their target readers.
* Coordinate with advertising agencies to maintain and generate business for the company.

April-08 – Jan.11. **Ushodaya Enterprises Pvt. Limited ( ETV Gujarati ) Ahmedabad -** Sr. Executive.

**Key Responsibility :**

* To promote bouquet of 12 region and language specific ETV Network (includes ETV Bangla, ETV Kannada, ETV Telugu, Etv2,ETV Marathi, ETV Oriya, ETV Gujarati, ETV Urdu, ETV UP, ETV MP, ETV Bihar, and ETV Rajasthan) to corporate clients of Gujarat and Advertising Agencies to sell the commercial time.
* To check and verify the release orders and activating the campaign across the ETV Network.
* Maintain rapport, keep them update on latest happenings in the ETV Network to advertising agencies of Gujarat and generate business.
* Analyzing ratings / performance of Channels & recommend to Clients.
* Regular follow up for the outstanding payments with advertising agencies and clients.

Nov.’05–April ’08.  **Reliance Communication Ltd, Ahmedabad -** Field Sales Associate.

***Key Responsibility :***

* Interaction with customers to increase the customer base in the City.
* Back end support to Sales Executives in sales.
* Field visit with Sales Executive to convince and crack corporate and big deals.
* Co-ordinate with different Corporate Offices.

Jan. ‘04 – Nov.’05.**DivyaBhaskar,** Surat -Executive Marketing.

**Key Responsibility :**

* Interacting with clients to promote Group of publication for their product and services and convince them to release ads in daily.
* Preparation of proposals for agencies and clients by understanding their requirement.
* Coordination with creative person to get publishes advertisement as per schedule.
* Maintain rapport and update them regularly about happenings in out group to advertising agencies and clients in Surat to generate business for the company.

Aug. 2000 - Dec ’03.**Satyam InfowayLtd.,Ahmedabad-** Customer Care Executive.

**Key Responsibility:**

* Promoted as Customer Service Supervisor due to good performance.
* Good knowledge of Lotus Notes and Customer Relationship Management (CRM).
* To handle incoming queries & complaints of all nature as a part of the Call Center Team.
* To solve the customer’s problems and renewals through outbound calls.
* Coordination between Call Center & Corporate Office.

**Technically** :

* Trouble shooting the Internet and email, Fixing of TCP/IP utility of windows 95, 98,NT, 2000 and XP,Onsite installations of E-Mail service and troubleshooting of all kind problems of all versions of windows, Installations and configurations of all Microsoft and Netscape mail software, Director's office and Government. Supervising Shifts.

**Qualification :**

* Completed B.A. in English subject from Gujarat University in 1997.
* Attended 3 day Workshop on Client Servicing & Customer Care.

**Professional Qualification :** GNIIT, NIIT, Ahmedabad.

* Operating Systems Professional Qualification: Operating Systems : Windows 95/98/XP/NT/2000/ME, MS-Office

**Personal**

* Date of birth : 22nd February,1975
* Marital status: - Married
* Languages known: - Gujarati, Hindi & English.