

**Name:** Gaurang Dhakan  
**Address (Current):** Rashmi Vihar, 2nd Floor, K.A.S Road, Matunga, Mumbai – 400019  
**Address (Permanent):** Anam Apartment, Ranchod Vadi, Ground Floor, Bhuj – 370001  
**Phone:** +91 9224702359  
**Email:** gaurangdhakan77@gmail.com  
**Date of Birth:** 6<sup>th</sup> December 1989

---

## Objective

Returning to my hometown after a transformative period in Mumbai, I aim to leverage the immense exposure, networking opportunities, and introspective skills developed during my stay. My goal is to contribute as a **Sales Officer/Executive**, **Business Development Officer**, or **Public Relations Manager**, where my interpersonal abilities, strategic thinking, and result-oriented approach can drive organizational success.

---

## Strengths

- **Exceptional Communication Skills:** Ability to engage clients, understand their needs, and propose tailored solutions.
  - **Creative Problem-Solving:** Proven expertise in developing innovative strategies to meet client expectations.
  - **Analytical Skills:** Strong capability to analyze market trends and data for decision-making.
  - **Client-Centric Approach:** Adept at building and maintaining lasting relationships with stakeholders.
  - **Leadership and Teamwork:** Skilled in managing cross-functional teams and driving performance.
  - **Technical Proficiency:** Expertise in MS Office, CRM tools, and design software such as CADD.
  - **Language Proficiency:** Fluent in Hindi, English, Marathi, Gujarati, and Kutchi.
- 

## Professional Experience

### K.K. Corporation

**Designation:** Sales Executive, Business Development Manager, and Purchase Manager  
**Duration:** 9 years  
**Location:** Mumbai, India

### Responsibilities and Achievements:

### **Sales and Business Development:**

- Proactively identified and secured new business opportunities, resulting in a 25% increase in annual revenue.
- Conducted market research and competitive analysis to design effective sales strategies.
- Successfully created and maintained a robust client base, including corporate clients and architects.
- Delivered tailored presentations and proposals that addressed client needs, leading to high conversion rates.

### **Public Relations and Client Engagement:**

- Acted as the primary point of contact for clients, ensuring exceptional service delivery.
- Organized client meetings and events to strengthen relationships and promote the brand.
- Addressed client complaints and inquiries with urgency and professionalism, ensuring client satisfaction.

### **Procurement and Project Management:**

- Managed procurement processes, negotiating with vendors to secure cost-effective deals.
- Supervised design and installation projects to meet budget and timeline constraints.
- Collaborated with architects and designers to ensure seamless project execution.

### **Key Projects Handled:**

- UTV/Bloomberg Studio, Bindas Corporate Office, Genex Corporate Office.
- High-profile collaborations with architects such as Arc. Hafeez Contractor and WOHA.

### **Additional Achievements:**

- Developed and maintained the company's website to boost online visibility and sales.
- Implemented a strategic inside sales model, increasing lead generation by 30%.

---

## **Education**

### **Rachna Sansad School of Interior Design**

#### **Diploma in Interior Design**

#### **Course Highlights:**

- Residential and Commercial Design
- Visual Techniques and Graphics
- Furniture Design and Material Procurement

- Business of Interior Design
- 

## Languages

- Hindi, English, Marathi, Gujarati, Kutchi
- 

## Interests

- Traveling and hiking to explore new cultures and perspectives.
  - Painting as a creative outlet for visualization and design inspiration.
- 

## Declaration

I hereby declare that the information provided is true to the best of my knowledge and belief.

---

**Gaurang Dhakan**

Date: [Insert Date]