

RAVINA

CAREER OBJECTIVE

In quest of career with an organization of repute where my skills, knowledge and competencies can be utilized in challenging assignments and developments of organization.

EXPERIENCE

- **Maheshwari Caps Pvt Ltd(20 September 2021 to till date)**

RESPONSIBILITIES

- As a sales and Marketing representative.
- Connect with international Client.
- Working on Dollar, Tread India and India Mart portals.
- Visit to client locations in different cities.
- Send an email to client.

- **Bluewud Concepts Pvt Ltd (7 June 2020 to 15 SEPTEMBER 2021)**

RESPONSIBILITIES

- As a sales representative.
- Make a daily reports and share with team.
- Working on **CRM** Ticketing tools.
- Audit & reviewing tickets on daily basis.
- Send an email to client.

Email

ravinakandiyal.08@gmail.com

Phone No: +91-8795558492

Self Analysis:

- Hard working, dedicated and self enthusiastic.
- Basically a “learner” with a diligent and “can do” approach.
- Optimistic and result oriented mind.

Hobbies:

Fond of exploring new places, Volunteer work, Dancing, Photography.

Permanent Address:

H.397 Hindalco Colony
Renukoot, Sonbhadra-23127
Uttar Pradesh

Personal Data:

Father's Name: Mr.Niranjana Prasad

Date of Birth : 8th June 1995

Gender : Female

Nationality : Indian

Marital Status : Single

Proficiency : English, Hindi.

- I-MAX Academy/JUNIOR ENGINEERS (from December 2018 to 15 March 2020).

RESPONSIBILITIES

- As a sales representative.
- Conduct interview with new associate.
- Work as a robotics Teacher.
- Counsel the parents about the programme.
- Make a daily reports and share with team.
- Arrange a weekly meetings and event.
- Resolve the query of parents and franchise on daily basis by the mail or WhatsApp.
- Give the training to new associates about the programming.
- Give the training to the student on different models of robotics.

ACADEMIC QUALIFICATION

- Bachelors in science from Sam Higginbottom Institute of Agriculture, Technology & Sciences.
- Intermediate from UP BOARD.
- High school from UP BOARD.

COMPUTER LITERACY

- **Operating System:** Windows and Ultimate.
- Professional diploma in computer application and management.
- Work on Experience of Windows XP /Windows 7/8 and
- Know about computer networking.

EXTRA-CURRICULAR ACTIVITIES AND ACHIEVEMENTS

- Attend National Workshop on recent advances in theoretical physics with emphasis on condensed matter theory.
- Work on Robotics different software or programming like Wedo2.O, EV3, MEBOTA and Drone.

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge. I understand that if any information given above is found false/incorrect, my candidature is liable to be rejected.

Place: Renukoot

Date:

(Ravina)