

KABEER SHEKH

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Professional with a strong foundation in problem-solving, teamwork, and computer proficiency. Seeking opportunities to apply my skills and grow professionally in a dynamic environment.

EXPERIENCE

Sales executive - Retention
Crofarm Agriproducts Pvt. Ltd. (Otipy)

Aug 2024 – May 2025

Key Responsibilities:

- Managing and guiding assigned leads effectively.
- Re-engaging customers who have uninstalled the app or have not made a purchase in a long time.
- Promoting and selling monthly memberships to customers who place 6-7 orders per month.
- Resolving customer issues promptly and efficiently.
- Informing customers about new offers and promotions.
- Generating leads through customers' alternate contact numbers.
- Making contact with 100+ customers daily to drive engagement and sales.

EDUCATION

10th Grade | Board of School Education Uttarakhand | APR 2020

12th Grade | Board of School Education Uttarakhand | APR 2022

Pursuing B.A | HNB Government College Khatima | SEPT 2022 - Present

ACADEMIC ACHIEVEMENTS

- Successfully completed NCC training at NCC Directorate Uttarakhand Dehradun, demonstrating leadership and discipline.

SKILLS

- **Advanced Problem Solving:** Exceptional ability to analyze complex problems, identify root causes, and implement effective solutions.
- **Teamwork and Collaboration:** Proven track record of working effectively in diverse teams, fostering a cooperative and productive work environment.
- **Time Management:** Highly organized with the ability to prioritize tasks, manage multiple projects simultaneously, and meet deadlines consistently.
- **Adaptability and Flexibility:** Quick to adapt to changing environments and circumstances, maintaining a positive and proactive attitude.
- **Technical Proficiency:** Proficient in Microsoft Office 2007, including Word, Excel, and PowerPoint, for efficient document and data management.
- **Typing:** Fast and accurate typing skills, ensuring timely and error-free data entry and documentation.
- **Basic Computer Course:** Successfully completed a comprehensive basic computer course, acquiring essential IT skills and foundational knowledge in software applications, hardware components, and digital literacy.

ACTIVITIES

- **Interpersonal Communication:** Passionate about interacting with people, understanding diverse perspectives, and building meaningful relationships.
- **Music Enthusiast:** Enjoys listening to a wide range of music genres, enhancing creativity and relaxation.

Declaration:

I solemnly declare that all the above information is correct to the best of my knowledge and belief.

Date: _____

Place: _____

(KABEER SHEKH)