

Curriculum Vitae

Nitin Kumar

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Bhim Nagar Chowk, Sector 6, Gurugram

PROFESSIONAL PROFILE

A motivated professional with experience in higher education, e-learning, and career development, demonstrating strengths in student engagement, sales enablement, and academic counseling. Proven ability to drive student success, build strong relationships, and contribute to organizational growth. Seeking a challenging role where I can leverage my communication, problem-solving, and analytical skills to achieve company objectives.

EDUCATIONAL QUALIFICATION

- Polytechnic in Computer Science Eng. | Board of Technical Education, Rajasthan
- Senior Secondary (12th) | Board of Secondary Education, Rajasthan
- Secondary (10th) | Board of Secondary Education, Rajasthan

PROFESSIONAL EXPERIENCE

- Sunstone Education Pvt. Ltd. | Senior Associate | April 2024 – May 2025
- Internshala Education Pvt. Ltd. | Inside Sales Executive | April 2023 - February 2024
- StudyIQ Education Pvt. Ltd. | Academic Counselor | Oct. 2021 - March 2023
- Testbook Education | Counselor Intern

SKILLS

- **Technical Skills:** ADCA, MS Office Suite (Word, Excel, PowerPoint)
- **Sales & Communication Skills:** Sales Management, Inside Sales, Customer Relationship Management (CRM), Client Communication, Active Listening, Persuasion, Negotiation.
- **Academic & Counselling Skills:** Academic Advising, Student Support, Educational Guidance, Career Counselling, Curriculum Knowledge.
- **Soft Skills:** Communication Skills, Teamwork, Problem-solving, Planning, Execution, Time Management, Work Ethic, Self-Motivation, Adaptability, Pressure Handling.

LANGUAGE KNOWN

- Hindi
- English

DATE : 31.05.2025

PLACE: Gurugram

(Nitin Kumar)