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**NAME Er. PINKY SHARMA**

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DOB 21st FEB, 1987

NATIONALITY INDIAN

RELIGION HINDU

MARITAL STATUS SINGLE

PASSPORT NO H7205 108

VALIDITY DATE 09/12/2019

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A consultative marketing and technical professional to commercialize socialize & analyze products and services offered to run high-end businesses. I have driven knowledge with determination to translate a company’s objectives into hard sales and profits. I understand that business opportunities are never missed, just seized by the competition. As a team player with full of zest I am eager to prove myself to any prospective employer. I am looking for a rewarding career with a rapidly expanding company that recognizes business analyses and developments.

**Summary**

**Education**

Rajasthan Board (S.S.C) PCM 69.50%

Rajasthan Board (H.S.C) PCM 58.62%

Rajasthan University (Bachelor of Engineering) IT 69.64%

**2003**

**2005**

**2009**

**Work Experiences**

**Aug 2009-Mar 2010 Jr. BDM (Faran Solutions, IT Company, Bangalore)**

* Corporate Presenter
* Business Development

**Apr 2010- June 2011 Jr. Business Analyst & Market Researcher (Conquest Media House Pvt. Ltd, Mumbai)**

**[Company’s expertise into Media Planning, Event Planning & Marketing, IT, Real Estate Projects, Web and Marketing Services]**

* Business Development, Develops requirement plans & schedules, prepare business proposals
* Communicating, Maintaining & Developing Client Relationship
* Ensuring excellent customer service & quality delivery
* Preparing Minutes of Meeting & MIS documentation
* Ensured requirements are completely scoped
* Analyze requirements across business functions
* B2B Sales for IT Products, Seminar Presentations
* Market Research, client retention
* Liaison between the clients and technical team members
* Developing new accounts, Lead Generation
* Ensure sing off of the business requirements documents
* Business Leadership and Project Management
* Report and Proposal Writing, Preparing SRS Documentation
* Web Content Writer

**From Year 2011 July –Business Analyst & Associate PIM**

**Sampark Ventures-classiflied.com, Soft Control, adoc.com**

**Company H.O. Bangkok with associate virtual office at Delhi, Hong Kong, & Singapore**

**Associated Partner with Midas-Pr, Bangkok**

**[Company’s expertise into Event Branding, Promoting, Marketing, Consulting, Online/ Offline Event Selling, B2B Dealings for businesses, IT website & Presentations, real estate, hotels, Solar Projects and IT advertisements by posting and registering ads]**

**[I am handling complete operations for India, & Thailand Deals]**

* Managing Sales & Lead Generation, Preparing SRS Documentation
* Managing end-to-end operations from press-conferences to product-launches & trade shows to grand-openings.
* Development, Production & Delivery of Projects from proposal right up to delivery
* Managing operations & administrative functions to ensure specific projects and delivered efficiently
* Traveling to on-site inspections and project managing events
* Being responsible for all project budgets from start to finish
* Setting, communicating and maintaining timeliness and priorities on every project & delivering events on time within budget
* Managing entire business processes with through tracking status of the project
* Drive workflow analysis, planning project activities & other business process analysis
* Creating reports, Planning project & schedules, discussions with authorities
* Pre-Sales & Post-Sales handling for ERP Software Solutions & to release of ERP Software
* Expert knowledge in dealing & selling of ERP, CRM, BI Tools, DMS, New Feature Add Suggestions to software etc
* Conducting business process management as per current GAP Analysis
* Communicates with business partners using data & process models & account magt.
* Writes project documents (Business Cases, requirements, test cases, cost benefits etc.)
* Preparing Minutes of Meeting & MIS documentation
* Participating in business & training plans to implement skill sets
* Manages changes to baseline requirements in order to meet project goals & deadlines
* Performing miscellaneous administrative duties as necessary
* Participating in user group and technical meetings to identify and address on-going needs
* Performs User Acceptance Testing in application and web developments
* Coordinates implementation of changes to existing workflows or applications
* Preparing project reports, proposals, case studies, drafting, product implementation
* Experience in SDLC methodology, application & UAT, MS Office, & Business Metrics
* Giving demo presentations, Strong customer focus & problem solving skills
* Developing new business with existing customer base
* Keeping abreast of changes in the marketplace and watching competitor activity
* Keeping accurate statistical information and records
* Developing and managing sales teams to deliver commercial and operational results

**Abilities**

* Ability to interact with senior managers, work independently, decision making, problem solving, much innovative
* Ability to perform multiple tasks in a fast-paced team environment & work under pressure
* Passionate being responsible on-site for inspection and all the task to lead as team leader
* Effective communicator & negotiator both orally and in writing
* Ready to travel across the countries at immediate notice

**Skills** Project Management & Reporting, Business Analyses,

Presentations, Managing Trade Shows

Leadership, Professionalism, Always Pro-Active, Conscientious, Highly Organized, Can handle Stress, Highly Motivated, Problem Solving, Technical Aptitude, Content and Article

Writing, Business Report Generation with strategic diagrams, Skilled Negotiator,

**Experience** 6.5 Years

**Present Annual** THB 55000/-PM (Thai Baht), plus incentives for traveling, transportation, accommodation during

**package** traveling anywhere in global market

**Expected** As per industry standards and skills

**Technical** Programming Languages: HTML, Java Script, CSS, PHP, My Sql

**Knowledge** Designing Platforms: Dreamweaver, Photoshop, Presentation Designs, Magento

Operating Systems: Windows 2000, XP, 2007 & 2008

Computer Literate: MS Visio, Smart Draw, MS Info Path,

MS Word, EXCEL, POWERPOINT, MS ACCESS, Total MS OFFICE

**Lead Generation** route.to, microlancer.com, odesk.com, freelancer.in, elance.com, LinkedIn.com,

**Methods & Tools** Socialmediaexaminer.com, Facebook & Twitter for SMO generation, SEO friendly

Keywords for viable searching, Email Marketing, Physical Presentation Demos,

White paper leads, worknhire.com, guru.com, egentic.com, singaporeleads.com,

Peopleperhour.com, freelancer.com, ifreelance.com, donanza.com, youth4work.com, etc

**Interest** Swimming, Travelling, Languages, Writing, Playing and Internet Surfing

**References** Available on request