

# NAGARAM UDAYKIRAN

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## Profile

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To join in an organization where I can use my skills and utilize my academic knowledge and intelligence in the growth of the organization and me

## Professional Experience

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01/2025 – Present Hyderabad	<b>Reliance Pvt Ltd</b> <i>Sales Executive</i>
2023 – 12/2024 Hyderabad, India	<b>Mensa Brand Technologies</b> <i>Sales Executive</i> <ol style="list-style-type: none"><li><b>Customer Service:</b> Greet customers warmly and assist them with their needs. Understand customer requirements and recommend suitable products. Handle customer complaints, returns, or queries professionally.</li><li><b>Sales &amp; Target Achievement:</b> Actively promote and sell products or services to meet or exceed sales targets. Upsell and cross-sell products to increase average transaction value.</li><li><b>Product Knowledge:</b> Gain thorough knowledge of the products, their features, benefits, and pricing. Explain product details, demonstrate usage, and answer customer questions.</li><li><b>Billing &amp; Cash Handling:</b> Process sales transactions accurately and handle cash, credit card, or digital payments. Prepare sales reports at the end of the day/shift.</li></ol>

## Education

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06/2020 – 05/2023 Nalgonda, Telangana	<b>Bachelor of commerce</b> <i>Mahatma Gandhi university</i>
06/2018 – 03/2020 Nakrekal, Telangana	<b>Intermediate</b> <i>Govt junior college</i>

## Skills

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**MS Office** — Ms Excel | MS Word | Power Point

## Languages

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- English
- Hindi
- Telugu

## **Certificates**

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- NCVT from DDUGKY

## **Strengths**

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- I possess good communication skills.
- Interpersonal skills.
- Teamwork.
- Adaptability.
- Punctuality.

## **Declaration**

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I hear by declare that above mentioned information is correct up to my knowledge.