

# Rajat Kapoor

rajatkapoor020gmail.com | +91-8929102901 | [linkedin.com/in/rajatkapoor27](https://www.linkedin.com/in/rajatkapoor27)

With experience in key roles such as **Associate Sales Consultant** and **Fashion Consultant**, I have consistently demonstrated a strong work ethic and the ability to excel under pressure, meeting and exceeding company targets. My track record of success reflects my dedication and adaptability. Now, I'm eager to advance my career by applying my diverse skills to a new and challenging opportunity, where I can contribute meaningfully and drive success in a dynamic work environment.

## EDUCATION

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- **KR Mangalam University, Haryana** 2018 - 2021  
Bachelor of Business Administration
- **Sanjeevani Public School Sr Sec School , New Delhi** April 2018  
Higher Secondary
- **Mamta Modern School Sr Sec School, New Delhi** April 2016  
Senior Secondary

## WORK EXPERIENCE

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### Policybazaar UAE - (Associate Sales Consultant)

May 2023 - Sept 2024

- Conduct **Outbound** calls to prospective clients to promote products and services.
- Provided expert guidance to clients in selecting appropriate insurance coverage to meet their needs, ensuring high levels of customer satisfaction.
- Sold a variety of insurance plans, including offerings from Dubai Insurance Company, Abu Dhabi National Insurance Company, Cigna Health , Sukoon Insurance, Takaful Emaraat among others.
- Managed client relationships and handled health insurance card approval.
- Achieved daily KRAs, provided weekly audit reports, and ensured documentation and compliance.
- Consistently meet or exceed sales targets through proactive outreach and follow-up strategies.

### Lenskart - (Fashion Consultant)

Mar 2022 - May 2023

- Managed **Inbound** Sales through chat and calls, selling Sunglasses, Eyeglasses, and Contact Lenses to customers across India and occasionally to International clients.
- Promoted and sold leading eyewear brands, including Fossil, John Jacobs, Vincent Chase, Aqualens, and Bausch & Lomb , Air Optix and more, while delivering exceptional customer service and product information.
- Delivered exceptional customer service, resolved issues, and ensured client satisfaction, while following up on potential clients to drive conversions.
- Maintained customer data in Excel, achieved daily KRAs with weekly audit reporting.

## ACHIEVEMENTS & CERTIFICATIONS

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- Achieved Health insurance plans sales exceeding AED 2,50,000 in **Q4 2023** , culminating in recognition as a **Star Performer** for outstanding sales performance.
- Achieved eyewear sales exceeding INR 2,00,000 in **Q1 2022**, earning recognition as the **Top Performer** for outstanding sales performance.

**SKILLS**

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**Languages:** English(fluent) | Hindi(fluent)

**ICT:** Matrix Dashboard | Sprinklr Dashboard | Freshdesk | MS Excel | MS Word

**Soft Skills:** Effective Presentation Skills | Strong Analytical Skills | Skilled Negotiation | Adaptability | Professional Sales Expertise