

Aditi Rokade

✉ aashritagotarne1506@gmail.com

📞 9850318588

📍 Pune Maharashtra

🌐 <https://www.linkedin.com/feed/>

SUMMARY

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative.

EXPERIENCE

Business Development & Lead Generation (Senior)

BENZ Packaging pvt ltd *Mar 2023 – Present*

- As a Business Developer & Lead Generation professional, I am a proactive and results-driven individual with a passion for identifying and cultivating new business opportunities.
- With my exceptional communication and interpersonal skills, I excel in building and maintaining strong relationships with clients and driving revenue growth through effective lead generation strategies.
- My expertise lies in identifying potential clients, developing and executing targeted sales campaigns, and negotiating profitable deals. I am a creative problem-solver, able to identify and overcome obstacles, and find new and innovative ways to generate leads and drive business growth.
- I am also highly adaptable, able to thrive in a fast-paced and dynamic environment, and adjust my approach to meet changing business needs. My passion for business development and lead generation, combined with my ability to deliver results, make me an asset to any organization seeking to expand their market reach and increase profitability.

Business Development & Lead Generation (Senior)

Stacus solution pvt ltd *Jan 2022 – Mar 2023*

- As a Business Developer & Lead Generation professional, I am a proactive and results-driven individual with a passion for identifying and cultivating new business opportunities.
- With my exceptional communication and interpersonal skills, I excel in building and maintaining strong relationships with clients and driving revenue growth through effective lead generation strategies.
- My expertise lies in identifying potential clients, developing and executing targeted sales campaigns, and negotiating profitable deals. I am a creative problem-solver, able to identify and overcome obstacles, and find new and innovative ways to generate leads and drive business growth.
- I am also highly adaptable, able to thrive in a fast-paced and dynamic environment, and adjust my approach to meet changing business needs. My passion for business development and lead generation, combined with my ability to deliver results, make me an asset to any organization seeking to expand their market reach and increase profitability.

HR Assistant

Spark Minda Technical Center *Feb 2020 - Oct 2021*

- As an HR Assistant, I am a detail-oriented and organized professional with a passion for supporting the recruitment, retention, and development of a talented workforce. With my exceptional communication and interpersonal skills, I excel in building strong relationships with employees and assisting in the execution of HR strategies and programs. My expertise lies in managing employee records, coordinating recruitment efforts, assisting with onboarding and orientation, and supporting employee engagement initiatives.
- I am a proactive problem solver, able to identify and address issues quickly and efficiently, and work collaboratively with other members of the HR team to find effective solutions. With a strong commitment to confidentiality and accuracy, I am able to manage sensitive information and handle employee inquiries with discretion and professionalism.
- Additionally, I am highly adaptable and able to thrive in a fast-paced and dynamic environment, managing multiple priorities with ease. My passion for supporting employees and contributing to the success of an organization make me an asset to any HR team seeking a skilled and dedicated HR Assistant.

EDUCATION

S.S.C. (10th)
Saraswati Vidya Mandir

Commerce, HSC (12th)
Aadarsh Vidya Mandir

Desktop Publishing Diploma.
Lotus Computer Institute

Indian Institute of Foreign Trade, Professional Certification
IIFT – JAN - Pursuing

SOFT SKILLS

- **Good Motivational & Communication Skills**
- **Ambitious**
- **Enthusiastic**
- **Creative and dedicated to work positive**
- **attitude and Confident nature**
- **Leadership Qualities and Smart Working**

COMPUTER PROFICIENCY

- **Basic HTML,CSS**
- **Hub Spot**
- **CRMSAP**
- **CorelDrw**
- **VS Studio**

HOBBIS

Traveling
Net Surfing

PERSONAL INFORMATION

- **Birthday: 02/10/1998**
- **Gender: Female**
- **Marital Status: Single**
- **Nationality: Indian**
- **Address: pune - 410507 Maharashtra India**

OTHER DETAILS

- **Total Work Experience: 3 Yr.'s**
- **Notice Period: (immediate join)**
- **Current Location: Pune Maharashtra**

