

PRIYANKA MAKWANA

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1883- Subhash Nagar Gujarat Housing Board, Gujarat Housing Board, Chandkheda, Ahmedabad - 382424

PERSONAL DETAILS

Date of Birth: 05/07/1995

Nationality: Indian

Marital Status: Married

Language known: English, Hindi & Gujarati

CAREER OBJECTIVE

Motivated and detail-oriented sales professional with supervisory experience. Energetic self-starter inspired by a passion for sales.

WORK EXPERIENCE

➤ ***Trade bulls Pvt Ltd – January 2017 to July 2017 – Customer Relationship Manager***

- ❖ ***Client Information Management***
- ❖ ***Communication Management***
- ❖ ***Lead and Opportunity Tracking***
- ❖ ***Compliance and Regulatory Management***
- ❖ ***Portfolio Management***
- ❖ ***Client Support and Issue Resolution***
- ❖ ***Cross-Selling and Upselling***

➤ ***Bagga Hyundai – August 2017 to February 2019 – Sales Associate***

- ❖ ***Customer Engagement***
- ❖ ***Product Knowledge***
- ❖ ***Test Drives***
- ❖ ***Customer Needs Assessment***
- ❖ ***Sales Presentations***
- ❖ ***Negotiation***
- ❖ ***Paperwork and Documentation***
- ❖ ***Customer Education***
- ❖ ***Networking***
- ❖ ***Goal Achievement***

➤ ***Sociopedia Global Pvt Ltd - April 2019 to Till Date – Business Associate***

- ❖ ***Client Consultation***
- ❖ ***Documentation and Application Preparation***
- ❖ ***Case Management***
- ❖ ***Research and Compliance***
- ❖ ***Communication***
- ❖ ***Legal Support***
- ❖ ***Translation and Interpretation***
- ❖ ***Client Advocacy***
- ❖ ***Ethical Conduct***
- ❖ ***Continuing Education***
- ❖ ***Administrative Duties***

INTERNSHIP

Angel Broking – September 2016 to December 2016

Air Deccan – January 2020 to March 2020

EDUCATION

<i>Degree/Course</i>	<i>School/College</i>	<i>Year of passing</i>	<i>Aggregate</i>
<i>AHTM</i>	<i>Western India Institute of Aeronautics</i>	<i>2019</i>	<i>1st class</i>
<i>BBA</i>	<i>L.J. Institute of Business Administration</i>	<i>2016</i>	<i>2nd class</i>
<i>12th</i>	<i>Mani Prabhu higher secondary School</i>	<i>2012</i>	<i>65%</i>
<i>10th</i>	<i>Mani Prabhu higher secondary School</i>	<i>2012</i>	<i>63%</i>

ACTIVITIES AND INTEREST

Food, Dance, Yoga, Traveler & Explorer.