**RESUME**

**Bulbul Chaudhary**

**Contact no: +91-8630670078**

**Email id:** bulbulchoudhary19@gmail.com

**Flat no.206, Tower F4, Amrapali Leisure Park, Techzone-4 Greater Noida West**

**UTTAR PRADESH, Pincode-201305**   
**CARREER OBJECTIVE**

To pursue a career with companies having a global vision that encourages creativity and offers an opportunity

to learn and develop both in professional and personal life, wish to use and enhance my knowledge and ability

to work in-groups.

**EDUCATIONAL QUALIFICATION**

* Degree in **Bachelor of Commerce**  from Kurukshetra University Kurukshetra in the year 2016.
* Higher Secondary School from Board Of School Education Uttarakhand in the year 2011.

* High School from National Institute of Open Schooling in the year 2009.

**WORKING EXPERIENCE**

Worked as a **Consultant** in **B.K Engineering Co.** April 2021 to September 2023.

* Tracking project changes for scope and cost; creating Requests For Information.
* Accepting material deliveries and tracking material delivery status.
* Communicating with project stakeholders about project status, and issues that impact scope, schedule, quality, and cost.
* Maintaining past and present all financial records.
* Providing professional customer service and timely response to inquiries.
* Headed an support pack patch project -delivered successfully within the timeframes.
* Work diligently to resolve unique and recurring complaints to promote loyalty.

Worked as a **Sales Officer** in **HDFC securities Ltd** November 2018 to April 2019.

* Addressed problems in proactive and knowledgeable manner to maintain and enhance client satisfaction.
* Awards/Consistency: I won salesperson of the Year 2018.
* Maintained effective working relationship with customers..
* Got awarded three time for achieving the target Life Insurance.
* Deliver outstanding service, exceed expectations and build long-term loyalty.
* Achieved Monthly Demat  account target by 100%.

Worked as **Edu Club Education Pvt. Ltd.** June 2017 to September 2018

**COMPUTER SKILLS**

* Skills:Basic knowledge of Microsoft Office – Excel, word, Powerpoint ,Windows, Internet.
* TALLY-9 Kamakhya Technology & Training Solution Pvt. Ltd.

**SKILLS**

* Excellent motivator and team builder.
* Team Management and Leadership.
* Sales and Business Development.
* Good Communication.
* project management.
* Highly motivated with a strong customer focus and the ability to communicate effectively at all levels.

**PERSONAL DETAILS F**

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| |  |  | | --- | --- | | Father’s Name : Mr.Narendra Pal Singh |  |   Mother’s Name :Smt.Pramila  Gender : Female |  |

Nationality : Indian

Language known : Hindi & English

Marital Status : Single

Date of Birth : 06December 1994

Permanent Address: Village-Tulheri, Post- Ghatayan, PS- Meerapur

District : MuzaffarNagar (U.P.) Pin code: - 251314.

Emergency Contact : +91-7830306001

**AVOWAL**

I hereby vouch that the information furnished above is true to the best of my knowledge & belief.

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| **Place: Greater Noida**  **Date:** | **Regards**    ***( Bulbul chaudhary )*** |

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