Meghana Mote

Pune, Maharashtra [vishwas.meghana@gmail.com](mailto:vishwas.meghana@gmail.com)

+91 93229 75715

Self-motivated and success driven business development manager with overall 12 yrs. Experience. I have

Worked as an Interior Designer with sales. After that my role was mainly focused on Business Development in

The education sector. Eager to support with superb knowledge of marketing, sales & counseling.

# Work Experience

## Sr. Business Development Manager

CITIS Educon Pvt Ltd - Pune, Maharashtra

May 2022 to Present

* Setting goals and developing plans for business and revenue growth.
* Researching, planning, and implementing new target market initiatives.
* Researching prospective accounts in target markets.
* Pursuing leads and moving them through the sales cycle.
* Training business development staff
* Developing quotes and proposals for prospective clients
* Setting goals for the business development team and developing strategies to meet those goals

## Business Development Manager

## Taxas Solutions – Hybrid

## Jan 2021 – Mar 2022

* Calling active and budding clients to encourage the purchase of items
* Answeringphones and explaining the product and services offered by the company**.**
* Contacting existing customers as well as prospective customers using scripts.
* Asking questions to the customer and understanding their specifications
* Obtaining customer information and other relevant data.
* To take and process product orders in a professional manner
* Suggesting solutions based on customer’s needs and requirements

## CENTER MANAGER

ITAA EDUCATION PVT.LTD - Pimpri-Chinchwad, Maharashtra

Jul 2019 to December 2020

-Worked on some major activities such as:

* Council students on Institute courses offering and convert inquiries to enrollments.
* Contribute to the overall sales target by maintaining a constant communication channel with students in person, through the phone, email and what's-app.
* Execute BTL activities in the center and surrounding colleges.
* Maintain relationships with the students and department heads and resolve queries with in short notice.
* Collect the fees from the students; coordinate with the faculty for existing batches and new batches.
* Training team on relationship building skills, grievance handling & improving performance.
* Visited colleges in local areas to arrange the workshops in the colleges and get the admission for the particular courses

## BUSINESS DEVELOPMENT MANAGER

MIND CRAFT ACADEMY LLP - Panchgani, Maharashtra

March 2018 to June 2019

● prospecting potential new clients and turning this into an increased business.  
● Setting up meetings between client decision makers and company's practice leaders.  
● Plan approaches and pitches. Work with team to develop proposals that speaks to the client's needs,  
concerns, and objectives.  
● Participate in pricing training modules and services.  
● Make cold calls as appropriate within the identified market to ensure a robust pipeline of opportunities

## AREA SALES MANAGER

Test outlook Solutions – Pune, Maharashtra

May 2016 to Dec 2017

● Visited schools in allotted area

● Meet principal or decision maker to show the product demo and give the info

● Developed the relationship with senior decision maker within potential clients

● Developed and oversaw marketing functions to identify key marketing strategies for successful new customer acquisition and sales growth

● Maintain relationships within all levels of the client’s organizations.

● Provide day to day activities reports to the senior

## BUSINESS DEVELOPMENT MANAGER

International Society for Olympiad – Pune, Maharashtra

Jan 2014 to April 2016

● Research and build relationship with new clients

● Develop marketing strategies

● Identify and develop the company’s unique selling propositions and differentiators

● Maintain relationships within all levels of the client’s organizations.

● Provide feedback to the senior management

- Was able to be part of the team that helped secure long term contracts with schools in Pimpri – Chinchwad

## INTERIOR DESIGNER WITH SALES

January 2008 to December 2013

-Worked on some major activities such as:

* Explain the product to the customer
* Maintain the showroom
* Maintain relationships within all the customers
* Visit the site with the customer
* Make the design according to the customer requirement

# Education

## M.A

Pune University - Pune, Maharashtra 2015

## B.A

Pune University - Pune, Maharashtra 2012

**Diploma in Interior Designing** Chandigarh University - Chandigarh, Chandigarh 2002

# Skills / IT Skills

* Competent in MS Word, Excel, Auto cad, 3D max, Photo shop, Coral draw
* Quick Learner
* Positive Attitude and Approach
* Performance Driven
* Team Player