



# ARSH KHOT

📍 Dubai, United Arab Emirates

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## CORE QUALIFICATIONS

- SKILLS & TECHNOLOGIES
- MS Office, MS Word, MS Excel
- MS Power Point, E-Commerce
- Social networking sites, Browsing
- Executing Presentations Making
- Apps and websites, Promotions:-
- Using all mediums of marketing
- Time management.
- Highly motivated
- Customer assistance
- Safe driving practices
- Calm under pressure
- Customer satisfaction
- Hardworking
- Eye for accuracy
- Relationship building and
- Management
- Technical skills
- Strong work ethic
- Confident
- Compassionate care
- New home salesmanship

## ADDITIONAL INFORMATION

- ARSH KHOT

## PROFESSIONAL SUMMARY

Qualified Sales and Marketing Executive with extensive background in advanced management processes. Utilises superior communication skills to build meaningful, trusting relationships that exceed client demands. Highly skilled project manager with outstanding team leadership abilities to meet targets consistently.

## EXPERIENCE

March 2022 - April 2023

**Real Estate Agent Dayaar Real Estate | Mumbai**

- Interviewed clients to determine property needs and preferences
- Maintained high referral rates and received exceptional feedback from previous clients
- Coordinated property closings, overseeing signing of documents and disbursement of funds
- Making sales outbound call on data-base for scheduling Site visit and meeting with client
- Used research and business development strategies to build client leads for buying, selling and renting
- Coordinated open house events to boost client interest in property.

July 2021 - January 2022

**Sales and Service Adviser Hotel Sahara Star | Mumbai**

## EDUCATION

2023

**BSc | Hospitality and Tourism Management | Research**  
Islam, Anjuman, Mumbai, India

## INTERESTS

HOBBIES RELATED TO DAILY LIFE:-, Reading Swimming Travelling

## LANGUAGES

English, Hindi.