



# VIKAS KUMAR

## Field Executive

H No-824A, Jaswant Colony  
Phase-1, Budh Vihar, Delhi - 110086  
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7683021760

Experienced Field Executive with a strong track record of successfully managing field operations, optimizing processes, and achieving targets. Skilled in building and maintaining client relationships, driving sales, and ensuring operational efficiency. Adept at leading teams to deliver exceptional results in dynamic environments.

### Professional Experience

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#### Field Executive *Glam21 Cosmetics Pvt. Ltd., Delhi, Delhi | December 2019 - Present*

- Managed field operations, product deliveries, and client interactions.
- Ensured smooth execution of marketing campaigns and customer satisfaction.
- Maintained records, handled product returns, and supported retail distribution.
- Coordinated with internal teams to streamline on-ground operations.
- Maintaining Stock and Wherehouse.

#### Customer Calling Executive *Glam21 Cosmetics Pvt. Ltd, Delhi, Delhi | December 2019 - Present*

- Conducted inbound and outbound calls to assist customers and generate leads.

### Education

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#### Intermediate (Class 12th) P.C.S.D. Inter College, Dhumari, Etah (U.P. Board) | June 2012 - June 2013

#### High School (Class 10th) S.V. Nand P.H.S.S, Amanpur, Kashiram Nagar (U.P. Board) | June 2010 - June 2011

### Key Skills

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- Field Operations & Team Coordination
- Customer Handling & Communication
- Maintaining Stock, Wherehouse & Reporting
- Basic Computer Knowledge

### Languages

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- Hindi
- English

### Interests

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- Traveling to explore new territories and markets
- Participating in team sports for collaboration

### DECLARATION

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I hereby declare that the above information is true and correct to the best of my knowledge and belief.