

## RESUME

**PANKAJ PATIL**

**Mob No. :** +91 8197080465

**Email ID :** pankajrpatil45@gmail.com

**Address :** 19-4-659/1,Humnabad road Yallaling colony Naubad,Bidar

### CAREER OBJECTIVE

To acquire growth oriented position which helps in building a purposeful career and contribute towards fulfilment of organizational and individual goals, while consistently enriching both

### SUMMARY

- Commerce post graduate with work experience in Finance profile.
- Extensive experience in Executive
- Knowledge in invoice processing.

### OTHER SKILL

- MS-OFFICE and Microsoft 2019
- Good typing speed.
- Tally ERP-9 2020
- 

### PROFESSIONAL EXPERIENCE

#### 1. KANSAI NEROLAK PAINTS LTD.

Working as Sales Executive department since last one year.

**Designation:** Sales Executive.

**Duration :** Aug 2023To FEB 2024

#### JOB PROFILE :

- Introduce to customer about Paints and texture & benefits.
- Provide the information about the Product Scheme
- Resolve any query of the customer.
- Get a approval of the customer to get the project sales
- Create the Delivery Note of Product.
- Validate the product of Customers and and close the Deal.

## 2.Digivridhi Technologies Private Limited

\* Working as senior Relationship officer in Account & Finance department since last 11 months.

DESIGNATION :- Senior Relationship Officer.

DURATION :- FEB 2024 to till now.

JOB PROFILE :-Senior sales officer.

- Develop and maintain long-term relationships with key clients to ensure their satisfaction and retention, while identifying opportunities for further business growth.
- Analyze client financial needs and objectives to recommend tailored financial solutions, products, and services that align with their goals.
- Negotiate terms and conditions of banking services and products with clients and stakeholders to secure profitable agreement
- Lead and mentor junior relationship managers and support staff, providing guidance on best practices in client management and business development.
- Participate in industry events, conferences, and networking functions to represent the organization, build professional relationships, and identify new business opportunities.

### ACADEMICS

Course	University/Board/Institute	Passing Year	Percentage
B.com	GULBARGA UNIVERSITY	SEP-2023	73%
H.S.C	PRE-UNIVERSITY EDUCATION	Feb -2020	69%
S.S.C	KARNATAKA SECONDRY EDUCATION EXAMINATION BOARD	Mar -2017-2018	81.16%

### STRENGTH

- Dedication to work & good analytical skill.
- Positive attitude & good communication skill.
- Ability to work with team.

### PERSONAL PROFILE

**Fathers Name** : MR. RAJKUMAR PATIL

**Date of Birth** : 27<sup>th</sup> MAY 2002

**Permanent Address** : 19-4-659/1,Humnabad road Yallaling colony Naubad, Bidar. 585403

**Marital Status** : Unmarried

**Nationality** : Indian

**Languages Known : ENGLISH,HINDI,KANNADA,MARATHI**

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

Place: BIDAR

Date: / / 2023

**Mr. PANKAJ PATIL**