

# Tanvir Jobayar



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## Career Objective:

Experienced sales professional with four years of exceeding sales targets seeking an opportunity to apply my knowledge of sales and customer service and my experience with team-building and staff development.

## Work Experience:

### **Bproperty.com Ltd**

Senior Executive-corporate sales  
17 November 2019 to Present

Core Responsibilities: The primary responsibility of the role includes-

- Develop a sales strategy to achieve organizational sales goals and revenues
- Visit different corporate clients
- Identifying sales opportunities, targeting potential clients
- Setting sales targets which is realistic and achievable
- Advise clients on market conditions, prices, related matters
- Displays properties to clients and explains their features.
- Arrange meetings between buyers and sellers when details of transactions need to be negotiated.
- Prepares necessary documents
- Maintaining, and improving relationships with key accounts to maintain a high level of service.

### **Key Achievement:**

- **Best performer of continues of 2 quarters since joining (January to July 2020).**
- **Best performer consecutively 3 quarters since January 2021 to September. 2021. Earned highest number of revenue BDT. 8,012,000 lacs.**

### **IPDC Finance Limited**

Senior Relationship Officer-Retail Business  
January 01. 2019 to November 07. 2019.

Core Responsibilities:

- Playing an integral role in new business pitches and hold responsibility for the effective on-boarding of new clients.
- Responsible for the development and achievement of sales through the corporate and retail channel.
- Focusing on growing and developing existing clients, together with generating new business.

### **Key Achievement:**

- Successfully achieved monthly sales target.
- Worked on special projects IPDC "Priti" & on board 10 customers.
- Successfully deals with more than 12+ corporate client.

**The City Bank Limited**

Officer

27th August. 2017 to 26th Dec. 2018

**Responsibilities:**

- Have sufficient knowledge about the banking products and services and respond to all inquiries accordingly
- Provide information to customers on their account status
- Handle all customer queries, request, complains and disputes patiently and appropriately according to policy. Endorsement, Foreign Part Active.
- Inform and suggest new banking products to customers
- Provide splendid customer services to customers in a friendly and courteous manner at all times.

**Scholastic Record:**

Degree	Concentration	Institution	Passing Year	Result
MBA	Marketing	East West University	Running	
BBA	Marketing	East West University	2017	3:02
HSC	Business Studies	Rifles public Collage	2011	4.70
SSC	Business Studies	Motijheel Model High School	2009	4:88

**PROFESSIONAL WORKSHOPS:**

- Workshop on Leadership by City Bank Ltd on 10th July 2014.

**PROFESIONAL SKILLS:**

- Results-oriented, self-starter who strategically plans for success
- Leadership
- Excellent presentation skills
- Effective team player with ability to build and maintain positive relationships.
- Good management skills
- Planning, investigative, analytical and reporting skills
- Ability to train, coach and mentor

**PROFESSIONAL EXPERTISE:**

- Experienced in B2B & B2C sales
- Relationship Building
- Creating a sales plan and proactively experimenting to improve execution
- Strategic Planning
- Knowledge of buyers' psychology
- Customer Relationship Management

**REFERENCE:**

Md. Rijvi Rony Head of Human Recourse ACI logistics Ltd Email: rijvi@acilogistics.net Number: 01729061722	Kazi Md. Farhad Mahmud Sr. Lecturer East West University E-mail: bappyhere@gmail.com Mobile: +880167760991
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