

CURRICULUM VITAE

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PROFESSIONAL SNAPSHOT:

A Passionate Professional with 13 years Experience in Sales and Marketing, International Trading & Business operations, Customer Relationship Management, I am well disciplined with strong leadership qualities, excellent communication skills. I am responsible for Generating revenue. I handle inside sales, Customer support, making channel partners. Develop action plans; provide expertise in response to client needs and support. I handle project sales and advice staff in the development and implementation of service quality. Industry knowledge includes: Retail, Steel Products and Building Materials Etc.

JKD OVERSEAS

(July 2017 to Present)

Head operations

A trading company which deals in all type of Building Materials. Kainalli come under this company .They also Organize Exhibitions and Projects sales. I have joined this company as marketing manager. I am handling all their activities to generate business revenue from all the Stores and Channel Partners. My responsibility includes Marketing, customer relationship Management, Procurement, Vendor selection, Warehousing, logistics and staff sales training.

LAXMI PIPES LIMITED

(November 2014 to June 2017)

Asst. Export Manager

Manufacturing and Export company of ERW Galvanized Steel pipes and Mild steel pipes since serving India from 1971. They have globally presence in Singapore, Guinea and Dubai with Sister Concern Company Gran international limited, I handle Export Marketing and commercials activities of the company. I have joined the company as Asst. Export Manager in

Expanding the markets nationally as well as internationally and Penetrating deeper into the Existing markets.

- 1. Follow up for sales inquiries, prepare quotation and proposal and contract negotiations (pricing, delivery and payments terms.)
- 2. Research to Develop New Market Strategies and Develop Channel Distributor assisting in Documentation.
- 3. Exploring the New Market Research of Ethiopia.

BSI STEEL GHANA LIMITED

(December 2012 to February 2013)

Sales Representative (Short term contract)

It was a short term opportunity for me to establish overseas Branch network and Advertisement of the company. BSI Steel Limited is the South African Group with presence in African continent. They are into the trade of Long flat products H-beams, sheets, H.R Sheets, Flat Bars, Square tubes, Galvanized pipes, Steel pipes.

- 1. Overseeing the supply of products in the market & collecting the payments.
- 2. Expanding the markets nationally.
- 3. Making sure that the best of pre & after-sales services.
- 4. Managing direct interaction with the customers for improving Sales and resolving their complaints.
- 5. Preparing reports (daily & monthly sales report) & forecasting the order of the goods.

SETHI BROTHER GHANA LIMITED

(April 2006 to October 2012)

Sales & Marketing Manager

Sethi Brother Ghana Limited is working in Africa from 18 years in Ghana and sister concern in Monrovia, Liberia. The Company is authorized to carry out business as Manufacturer's Representatives, Importers, wholesalers and retailers of Building Materials, Steel Products and Paints.

- 1. Analyzing market trends to provide inputs for business development. Proven performer with an excellent track record in sales across assignments. An effective communicator with strong interpersonal skills, problem solving.
- 2. Very strong bent towards achieving customer satisfaction by understanding their needs and application oriented issues leading to improved customer relations and overall profitability.
- 3. Increasing revenues by Establishing Distribution networks and creating a team work environment. Work closely with distributor's projects & retail team in developing better consumer awareness.

Key Skills:

- Sales & Marketing.
- Market Research.
- Manage Independently Branch and Distributors.
- Client Relationship Management.
- Coordinating with Sales staff and warehouse staff for maintaining inventory control.
- Development of Domestic market and setting up branch network.
- Demand survey and estimation for products.
- Operations

Project Handled:

- Golden Tulip Hotel (China state construction company) August 2007-2009.
- Kwame Nkrumah University (Faculty building, Kumasi)- October 2008 2010.
- Amponsah Efah (Medical Lab Building, Kumasi) April 2010 May 2012.
- Accra Kumasi Interchange Highway (Shin-sung Korean company) June 2010-August 2012.
- After joining the company the Sales/ business has increased by 30-40 %.

GOLDEN CALLNET PVT. LTD.

Sr. Customer Service Executive, March 2005 – October 2005.

- * Managing the inbound calls of U.S based campaign "AT&T"
- * Receiving the escalated calls and making call back to the customers.
- * Up selling the products offered by "AT&T.

Educational Qualification

- * National Open Board Secondary school 2001.
- * National Open Board Senior Secondary school 2004.
- * Mahatma Gandhi University (B.COM).
- * Well Known knowledge in Microsoft Excel and Word

Country Visited: Ghana, Ethiopia, Uganda, Dubai, and Saudi- Arabia, Oman.

Personal Details:

Language: Hindi, English

French (elementary) D.O.B: 07/01/1984 Marital status: Married

Kind Regards

Ganeev chawla



