
PRANALI NIKAM

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Business Development Associate

Summary

Working for a Organization Which Provides Me Opportunity to Improve My Skills & Share My Knowledge

Work Experience

2019 - 2020	<p>Business Development Associate <i>Thermax Limited</i></p> <p>Responsibilities:</p> <ol style="list-style-type: none">1.Maintain Customers Database In CRM2.Handle Customers Queries & Complaints through Email3.Find Business Opportunities For Business Growth of Company4.Take a Follow Up with Customers5.Work on Indiamart Enquiries & Lead Generation
2018 - 2019	<p>Customer Care Executive <i>Tata Business Support Services</i></p> <ol style="list-style-type: none">1.Take Inbound & Outbound Calls2.Handle Customers Queries & Complaints through Email3.Maintain Customer Information in System4.Provide Information About the Services to the Customer
2016- - 2017	<p>Sales Executive <i>MTM Pvt Ltd</i></p> <ol style="list-style-type: none">1.Give the Insurance Information to Clients2.Handle 4-5 Clients Per Day3.Take a Follow Up with Clients4.Maintain Clients Details into System5.Give One Hour Presentation to Clients

2016 - 2016

Internship

Anibrain Digital Pvt Ltd

1. Arrange the Seminar for Students
2. Give the information about the courses like 2D, 3D Animation
3. Lead Generation
4. Maintain Admission Details in System

Education

- 2015

Bachelor of Computer Engineering

PVG's College of Engineering, Nasik

61.00%

- 2010

H.S.C.

Smt.P.K.Kotecha College, Bhusawal

67.50%

- 2008

S.S.C

Smt.P.K.Kotecha School

77.69%

Skills

Operating Systems

Windows, Linux

Languages

C, C++, SQL, HTML, CSS, PHP

Applications

Microsoft Office: Word, Excel, PowerPoint

Hobbies

Playing Chess, Singing, Listening Music