**Sanjiv Hade**

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**-Business Development & Brand Management -Operations & Admin -Financial Planning & Budgeting -Staff Development**

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* **Business Development and Brand Management**
  + Proper product positioning to target group for business development.
  + Identifying prospective clients from various sectors and thereby achieving business targets.
  + A keen planner, strategist & implementer with demonstrated abilities in accelerating revenue growth.
  + Maintaining relationships with customers to achieve repeat/referral business.
  + An effective communicator with exceptional relationship management skills with the ability to relate to people at any level of business and management.
  + Participation in industry conferences and trade shows to promote company and network.
* **Operations and Admin**
  + Optimize site processes to ensure high team performance.
  + Work with team members to increase individual performance and set realistic improvement goals.
  + Skilled at devising and introducing new processes, re-engineering the processes to enhance efficiency to meet the objectives.
  + Maximize efficiency of administrative processes by completing work in timely manner and proper filing of every document.
* **Financial Planning & Budgeting**
  + Proper financial planning w.r.to assured and desired income and then accordingly budgeting for expenses so as to remain in profit.
  + Close monitoring on income recoveries as well as effective expenditure.
  + Preparing Annual Budget and forecasting trends.
  + Effective Cash Flow Management.
* **Staff Development**
  + Recruiting, training and motivating staff for effective performance. Finding ways to reduce attrition through proper employee relationship.
  + Close monitoring to have least absenteeism of staff through motivation / training / unbiased penalization.
  + Define employee functions and keep individuals on task.
  + Updated information of staff to make informed decisions regarding operational changes.

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**Jun'2017-Till date, working with ISDC (International Skill Development Corporation), Pune as Business Head**

* Heading ISDC Direct vertical of the organization. Responsible for overall functioning of ISDC Direct vertical PAN India.
* Designing and execution of strategies to achieve sales target PAN India. Appointment of new franchisees for incorporating organization’s educational program. Timely coordination with franchisees for business initiation and growth.
* Recruiting, training and motivating sales team comprising of Regional Managers, Sales Executives to achieve desired sales target.
* Coordination with Regional Managers for achievement of target and support for generating new leads.

**Dec’2013-May'2017, worked with Aakash Educational Services Pvt. Ltd., Amravati / Akola as Cluster Head**

* Execution of strategies to achieve sales target. Recruiting, training and motivating sales team comprising of Sales Executives, Counsellors and Telecallers to achieve desired sales target.
* Handling the entire operations of the centre. Making sure to have least absenteeism of staff through motivation / training / unbiased penalization. Proper check on the expenses and timely information of cash / payment handling to HO. Proper asset management and regular check / maintenance of every equipment for zero downtime performance.
* Identifying new locations of expansion, setting up of new centre, proper vendor management for infrastructure development, brand development of new centre and appointment of new team for effective centre launch.
* Conducting competitor analysis by keeping abreast of market trends and competitor moves to achieve market share metrics.

**May’2010-Nov'2013, worked with WLC College India, Aurangabad / Goa as Campus Director**

* Handling corporate services in order to generate vacancies for students’ placements. Identifying, coordinating and liaisoning with potential employers for long term cordial and effective relationship. Reviewing of placed students’ performance from the employer on regular intervals to build employer’s confidence in the training organization and to unplug the loopholes in the placed candidate, if any.
* Handling academics / training vertical. Maintaining proper discipline w.r.to sessions / workshops conduction by staff, attendance and assignment / project submission by students. Organizing session for each batch on weekly basis on core skills for enhancing skills and attitude of the students.

**Oct’2008-Apr’2010, worked with Frankfinn Institute of Air Hostess Training, Aurangabad as Centre Head**

* Execution of strategies to achieve sales target. Effective implementation of BTL activities through sales team to achieve desired sales target.
* Handling the entire operations of the centre. Making sure to have least absenteeism of staff through motivation / training / unbiased penalization. Proper check on the expenses and timely information of cash / payment handling to HO. Proper asset management and regular check / maintenance of every equipment for zero downtime performance.
* Handling corporate services in order to generate vacancies for students’ placements. Identifying, coordinating and liaisoning with potential employers for long term cordial and effective relationship.
* Identifying and developing new streams for long-term revenue growth and maintaining relationships with customers to achieve repeat / referral business.

**Apr’2008-Sept’2008, worked with NJ IndiaInvest (Gurukul Division), Surat as Assistant Manager – Marketing and Sales**

* Actively involved in marketing strategies, execution of strategies to achieve sales target. Liaisoning with corporate clients of parent organization to generate training requirement which ultimately result in business for new venture.
* Actively involved in business planning and strengthening relationship with client. Proper understanding of client training requirement and accordingly coordinating for identification of trainers PAN India for smooth conduction of training at various locations.
* Identification of new corporate clients to generate training requirements and ultimately culminating the same into business to achieve sales target.
* Exploring new tie-ups w.r.to certification for adding value to the customized programmes offered.

**Apr’2002- Mar’2008, handled Pratik Business Solutions, Aurangabad as Proprietor**

* Marketing strategies, manpower planning, selection of teams, execution of strategies, proper financial management to achieve organizational goals.
* Business planning, assessment of projects, analysis of project, time and revenue contributions and strengthening relationships with client.
* Establishing corporate goals, short term and long-term budgets and developing business plans for the achievement of these goals.
* Business planning and analyzing assessment of revenue potential in business opportunities.

**Apr’2000-Mar’2002, worked with Pravin Khodke Memorial Trust (Vinayak Computers), Amravati as Chief Executive Officer (CEO)**

* Identifying prospective clients from various sectors such as government and corporate, generating business from the new accounts and thereby achieving business targets.
* Initiating relationships with key decision makers in target for business development.
* Actively involved in design, development and commissioning of software for: Krishi-Sahakar, Octroi, Hospital Management. Educational Process: Finishing School & V-SAT.
* Formulated marketing strategies, manpower planning, selection of teams, executions of sales strategies, business associates strategies and implementation process of strategies.

**Jun’1995-Mar’2000, worked with Tata Infotech, Amravati / Akola / Aurangabad as Centre Head.**

* Developing marketing strategies to build consumer preference and drive volumes.
* Evaluating marketing budgets periodically including manpower planning initiatives and ensure adherence to planned expenses.
* Estimating and preparation of project plan. Conducting status assessment & reporting workflows for business modeling.
* Coordination with central office for getting support in executing total centre operations.

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* B.Sc. (Electronics) from Amravati University in 1993.
* Diploma in Software Applications (DCPA) from Apple Computers Ltd.

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* Date of Birth: August 08, 1968.
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