

Abhay Parmar

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Career Objective

Effectively use my abilities towards achieving continuous improvement and sustained growth of organization and self.

Educational Profile

- M.B.A. (Autonomous) from Vishwakarma Institute of Management, Pune.(2006-2008).
- B.Com from Veer Bahadur Singh Purvanchal University, Jaunpur. (2003-2006).
- H.S.C. in Biology from U.P. Board. 2003
- S.S.C. from U.P. Board 2000

Professional Background

Sterling Duro Managing Marketing and Coordinator Work (Aug 2018 To Till Date)

1. Company – Sterling Duro Industries Pvt. Ltd. (Cable Tray Manufacturer)

Designation – Business Development Manager

Job Location- Mumbai

Job Profile:-

- Dealing with challenging and demanding client in Anywhere in India.
- Coordinating both pre-sale and after-sale activities.
- Dealing With Electrical Contractor and Electrical Consultant.
- Meeting Potential client face to face and explaining to them our company products.
- Developing a strong working relationship with clients.
- Establishes team and individual sales goals and provides effective coaching to sales representatives to consistently improve their performance.

- To ensure all sales records related to any ongoing, past and anticipated future projects should be properly mentioned and available in a company system.
- Responsible for overall sales coordination of products of the company.
- To monitor and control all matters related to sales of the designated products in allotted region.
- To take follow-up from customers for payment due and ensure that the materials are sent to the customers in time in coordination with production and dispatch department.
- To ensure that the account of the customer are settled on time.
- Responsible to monitor all matters related to quotation projects execution activity etc.
- To achieve the defined target in the designated area.

Pravin Electricals Pvt. Ltd as a Accountant managing Office & Admin Work

2. Company – Pravin Electricals Pvt Ltd

Designation – Accountant

Job Profile:-

- Data & Documentation Maintaining.
- Co-ordination for any Fund Related issue with Contractor, on Site Engineer & Labour.
- Fund Distribution to site Project Manager & Site Engineer as per as bill provided by them.
- Verification any kind of bill as provided by Site Engineer or Site Incharge Including Expenses and Material related Expenses.
- Maintaining Stock Register & Verification of Stock at Site.
- Maintaining Attendance Register of every Employee on Site & Verify their Attendance Telephonic.
- Salary Distribution to every employee on Site on the basis of Designation Wise.
- Clearing of Bill provided by on Site Contractor which include payment made to Contractor & Outstanding Payment.
- Verification & Clearance of work order bill Submitted by Contractor.

Pantaloon Retail (I) Ltd as a Team Leader managing Telecom Department

3. Company - Pantaloon Retail India Ltd

Designation – Team Leader

Job Profile: -

- Ensure that the team achieves service level targets through implementation of a decided strategy
- Supervise & oversee all day to day operations including reporting, attendance, requirements & working with technology
- Participate as required in the recruitment process of the Sales Executives
- Implement & Maintain high standards of Customer Service.
- Ensure effective implementation of the Promotions decided by the Marketing team.

4. Company : Aditya Birla Nuvo Ltd. Madura Garments.

Designation: Sales Executive

Job Profile

- Implement & Maintain high standards of Customer Service.
- Responsible for meeting the Sales targets on a month-to-month level.
- Ensure effective implementation of the Promotions decided by the Merchandising/ Marketing Team.
- Ensure products are displayed as per Plan and are attractive to customers.
- Understanding the customers need and offering alternative when required.
- Assisting customer in making purchase decision.

Project Undertaken

Summer Training:

Name of the Company: INDIA INFOLINE LTD

Location: Pune

Duration: 2 months

Name of the Project: “EXPANSION OF THE SALES CHANNELS”

Project Responsibility: To understand company’s aim and sales the policy as per job profile. Project

Guide: Ankur Vaishnav (Team leader)

Computer skills

- MS OFFICE

Personal Profile

Date of Birth : 25 / 05 / 1984

Marital status : Married

Languages known : English, Hindi, Marathi

Father's Name : Shri Narendra Kumar Singh

Permanent add : B-62 Maa Vaishno Puram
Colony, Pilibhit Bypass Road
Bareilly, 243006

Hobbies : Singing, Riding bike.

