

# Neeraj Padha

## Learning Attitude & Hard working

Zirakpur, Punjab

[neerajpadha000@gmail.com](mailto:neerajpadha000@gmail.com)

+91 96976 04247

### Career objective:-

- To obtain a successful professional position and join a group having a global vision that encourages creativity and offers an opportunity to learn and develop both in professional and personal life.

### Skills & Accomplishment:-

- Energetic with excellent analytical skills.
- Ability to motivate work face effectively with people from different culture and regions.
- Can easily manage multiple sales training sessions for different departments.
- Comfortable in working with employees from all levels and backgrounds.
- Highly skilled in using conventional and modern tools for imparting knowledge and skills.
- Quick learning ability.
- Helping and friendly nature.

### Education Qualification:-

#### Bachelor of Arts

- Completed in 2014 Thru Distance Education from Shobhit University.

#### Senior secondary

- Completed in 2011 from JKBOSE.

#### Secondary

- Completed in 2008 from JKBOSE.

### Computer qualification:

- Diploma in computer application (One year) DCA.

## Personal Details

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**Date of Birth:** 1993-03-10

**Eligible to work in:** India

**Industry:** Business Operations, Call Center, Customer Service, Management, Marketing, Production & Manufacturing, Project Management, Retail, Sales, Software Development

**Total years of experience:** 10

## Work Experience

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### **Promote As a GM (General Manager)**

ICONIVO TYRANTS MARKET PVT LTD - Dera Bassi, Punjab

December 2019 to March 2022

all over company responsibility, admin work, Company accounts handles, salary credits, 10,000+ distributor works in this company, Company planner, new activities drive for business in high level. Company turnover 0 to touch crores, Business meeting, client handles through call and WhatsApp groups, e-commerce website handle, management team handle, Learning ability, problem face attitude, meeting with Company legal advisor, meeting with companies personal secretary, board meeting attend, arrange company meetings and handle it professionally, Business developer, all our company activities monitor, daily planner, action on real-time, Company Manufacturer work handle, Factory work handle, clothes manufacturing, Indian brand, etc.

### **Manager**

ICONIVO TYRANTS MARKET PVT LTD - Dera Bassi, Punjab

January 2019 to December 2019

management work, e-commerce website handle, management team handle, accounts team handle, New company set up, all lower set up done by me, admin work, sales department, client handle etc

### **SM (Showroom Manager)**

Bharti Airtel Limited - Jammu, Jammu and Kashmir

2017 to 2018

Showroom manager, Store manager, Airtel brand, B2C work, B2B work, customer handling, official visit outside, outside activities, daily concall, customer problem solved on Real time, hard-working person, care take all our work, Learning new things, Target achiever etc.

### **Management Trainee**

Dynamic Beneficial Accord Marketing Pvt Ltd - Mohali, Punjab

2014 to 2016

Trainer work, Network Marketing, MLM, Motivational speaker, personalty development, Communication skills develop, Business B2B and B2C, Business knowledge etc

### **Promoted as QA (Quality Analyst) + TL (Team Leader)**

ACCESS INFRASTRUCTURE PVT. LTD. (AIRTEL) - Jammu, Jammu and Kashmir

2013 to 2014

Team leader, Quality analyst, handle 40-50 Agents , Leaning skills, Hardworking Time , Operations work, Quality check, ASL maintain etc

### **Agent**

ACCESS INFRASTRUCTURE PVT. LTD - Jammu, Jammu and Kashmir

2012 to 2013

Call Centre work, Hardworking Time, Learning Time, appreciation, AHT maintain, Customer satisfaction,

### **Months Data Entry Operater**

Punching - Jammu, Jammu and Kashmir

2012 to 2012

Airtel Sim Data Punching . MS excell work  
Work as a Part Time

## Education

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### **Bachelor of Arts in Distance Education in Distance Education**

Shobhit University - Meerut, Uttar Pradesh  
2011 to 2014

## Skills / IT Skills

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- Management (10+ years)

## Languages

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- English, Hindi, Dogri, Punjabi etc - Intermediate