

# Biswajit Mitra

Goa, Goa

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+91 98302 33963

Seeking a marketing manager role that will utilize my leadership skills to grow a company that will exceed expectations and sales goals.

## Personal Details

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**Date of Birth:** 1985-10-25

**Eligible to work in:** India

**Highest Career Level:** 5+ years experience

**Industry:** Management, Marketing

**Total years of experience:** 14

## Work Experience

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### Area Sales Manager

Europa Foams Pvt Ltd

March 2018 to Present

Discuss Marketing Strategy and Sales target with Management. Execute the strategy in the market with sales and marketing team. Regular followup from sales team to complete the given sales target. Market visit if required, to boost sales, to survey market and to solve any marketing problems between distributors. Coordinate the dispatch of goods from factory to distribution points with dispatch team. Proper shop to shop branding. Submit future growth/target presentations and sales planning to the management. Was awarded with "The Best Employee of the Year" for FY 18-19.

### Senior Business Officer

Peps Industries Pvt. Ltd

June 2017 to February 2018

Allocating sales target to team. To look after total Goa retail and Institutional sales. Achieved and crossed sales target which is a record sale in Goa twice in FY-17-18. Making monthly sales report/Stock Report of Distributor and updating it to SAM. To check Shop to shop branding. Check TA bills of team and send it to HR. Maintain data base of New Upcoming Hotels in Goa.

### Front Office Manager

Orchid De Goa - Goa, Goa

July 2016 to August 2016

### Area Sales Manager

OM REALTY - Kolkata, West Bengal

December 2008 to June 2016

Length of Service: 7 Years

Organization: OM REALTY (Real-Estate Marketing Company), Garia, Kolkata

Designation: Area Sales Manager (South Kolkata)

Length of Service: 7 Years

## Education

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### **BA**

Ranchi University - Ranchi, Jharkhand

2007

## Skills / IT Skills

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- Microsoft office (10+ years)
- Adobe Photoshop cs2 (9 years)
- Internet & Email (10+ years)
- Adobe Light room (1 year)
- Sales CRM (9 years)
- Word press (2 years)
- Hoteliers IDS (Less than 1 year)
- Extranet (1 year)
- Accounting Software Marg (2 years)
- Marketing (7 years)
- Distribution Network (3 years)
- Sales (9 years)
- Business Development (9 years)
- Account Management (9 years)
- Cold Calling
- Data Entry
- Business development
- Communication skills
- Computer skills
- Customer service
- Marketing
- Sales
- Sales management
- Team management
- Microsoft Excel
- Negotiation

- Leadership
- Management
- English
- Hindi

## Languages

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- Bengali - Native
- Hindi - Fluent
- English - Fluent