**RESUME**

**Isha Suryavanshi.**

A wing,2nd floor, room number-203, Tribhuvan society, Anand Nagar, Vasai west- 401202

Contact-8928294469

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**OBJECTIVE:-** ​I am looking for an opportunity to apply skills and contribute tothe growth and development of the company while helping create some good opportunities for myself. To work in a corporate environment with the principles of

**PERSONAL PROFILE:-**

Date Of Birth: 18​th ​June 2000.

Mother’s Name: Titiksha Aagavane.

Nationality: Indian.

Martial Status: Unmarried.

**STRENGTHS: -**

* ​Exceptional skills in communication, and presentation.
* Good in decision-making and strategy making.
* I adapt quickly to new surroundings.
* Willingness to learn.
* Team Player.

**EXECUTIVE** **PROFILE: -**

* 2 years of total work experience.
* Complete work with efficiency.
* ​Honest, reliable, and responsible.
* Adaptable, motivated, and supportive.
* Hardworking.
* Excellent person in motivating and supporting the team to achieve the objectives of the organization.

​**Megha Compusoft Private Limited:**

**Designation: -** **Sales Executive**

**RESPONSIBILITY:-**

* Data Making.
* Calling.
* Customer Follow-Ups
* Support.
* Team leadership.
* Responsible for handling daily queries, requests & complaints of customers received Via Emails, letters Social Media & Service Helpline Etc.
* Preparing MIS & Reports

**ACHIEVEMENTS:-**

* Rewarded as best TSS Performer Of The Year

**COMPUTER SKILLS:-**

* BasicKnowledgeofWord**, and** Excel**.**

**SQUARE YARDS:-**

**Designation:- Business Development Executive in Real Estate.**

**Responsibility:-**

* Calling
* Customerfollow-ups
* Team Leadership
* Data making
* Emailing
* Site showing
* Property Deal closing

**Spaces And Places:-**

**Designation:- Business Development Executive in Real Estate.**

**Responsibly:-**

* Calling
* Customer follow up
* Team Leadership
* Data making
* Emailing
* Site showing
* Property Deal closing

**ACADEMIC QUALIFICATION:-**

|  |  |  |  |
| --- | --- | --- | --- |
| **Examination** | **Specialization** | **Board/University** | **Year of Passing** |
| T.Y. B com | Commerce | Mumbai University | 2021/2022 |
| HSC | HSC | Maharashtra Board | 2018-2019 |
| SSC | SSC | Maharashtra Board | 2016/2017 |
|  |  |  |  |

**LANGUAGES KNOW:-**

* English, Hindi, And Marathi.

**HOBBIES AND** **INTERESTS:-**

* Interacting with new people.
* Travelling.

**DECLARATION :**

I consider myself to be able to work in a team and contribute dedicatedly. I hereby declare that the information furnished above is true to the best of my knowledge.

**Date**:-

**Place**:- Mumbai.

**Isha Suryavanshi**