**CURRICULUM VITAE.**

**Name: Navdeep Singh Saini**

**Address: 301, Ridhima CHS, Plot No. 88**

**Sector -15, koperkhairne, Navi Mumbai -400709.**

**E-mail :** [**navdeepsingh900@gmail.com**](mailto:navdeepsingh900@gmail.com)

**Contact No: 9930905561.**

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**Objective:**

• **To grow with a leading organization that utilizes my abilities to the fullest extent possible, helping me realize and develop my potential and be a part of a team that scales great heights through continuous learning process and utmost dedication.**

**Key skills:**

**Marketing, Product Promotion, Advertising, B2B Marketing, Field Marketing.**

**Personal Information**:

• **Date of Birth 30/06/1993**

**• Gender: Male**

**• Nationality: Indian**

**• Languages Known: ​English, Hindi, Punjabi.**

**• Hobbies: ​​​Playing Cricket, Cooking, Surfing Internet.**

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**Academic Credentials:**

* **Completed SSC from Maharashtra Board in Year 2011.**
* **Completed HSC from Maharashtra Board in Year 2013.**
* **Completed Bachelors in Business Administration in Year 2018.**

**Additional Qualification:**

* **Diploma in Import and Export Management in 2021 from Allaince institute Belapur.**
* **Certification in Social Media Marketing from Pace Career Academy in 2022.**

**Computer Skills:**

**Basic Computer Knowledge- MS Office**

**Work Experience:**

1. **Worked at New Mumbai Reality (Real Estate) from 2016 to 2017**

**as Marketing Manager.**

1. **Worked at G\N Builders and Developers from 2018 to 2022 as a Senior**

**Marketing and sales Manager.**

**Roles and Responsibilities:**

1. **Co-ordinating with Clients and Management.**
2. **Making Research about property for further deals.**
3. **Attending Conference and Events of an Organisation.**
4. **Making field visits for Customers at sites.**
5. **Making and answering an Enquiry calls by giving details.**
6. **Maintaining Excel sheet of detailed Information.**
7. **Closure of leads with positive Discussion and proper Negotiation.**
8. **Handling the team of Junior Sales executives by assisting and guiding.**

**Strength**

* **Sound Communication Skills**
* **Determined and Consistent**
* **Confident**

**Declaration:**

**I hereby declare that, all the above information is true and correct to the best of my knowledge and belief.**

**DATE:**