**CURRICULUM VITAE**

**Sandeep Majoka**

**101, Old Ashoka Garden**

**Near Amrit Complex,**

**Bhopal (M.P.) 462023**

**E-Mail: sandeep1983\_majoka@rediffmail.com.**

**Contact No: Mob-9425493436, 9303286093.**

**Resi-0755-4096370.**



* **PROFESSIONAL PROFILE:**

I am an enthusiastic and dedicated professional with extensive experience across all areas of Customer services & marketing & sales. An exceptional leader who is able to develop and motivate others to achieve targets, I can demonstrate a strong ability to manage projects from conception through to successful completion. A proactive individual with a logical approach to challenges, I perform effectively even within a highly pressurised working environment.



* **OBJECTIVE:**

I am now looking to progress into a senior management position within the marketing sector. I am therefore keen to find a new and suitably challenging role within a market-leading organization*.*



* **CAREER SUMMARY*:***
* **Oct.17 to till date (CLASSY TILES & SANITARYWHER PVT. LTD.*)***

**REGIONAL MANAGER (sales)**

* Responsibilities included managing sales & dealer/distributor network in the all M.P.
* To strengthen & increase in the current dealer network & appointing new dealer**.**
* To maintain the availability of product in the market & responsible for launching, promotion & other operations of the company.
* Follow up the customer quarries’ & new project for introduce our product in site.
* Placing the products in retail outlets for consumer benefit.
* Achieving Primary & Secondary sales target.
* Collect outstanding amount from dealer.
* Checking quantities of goods on display and in stock.
* Follow up the project & doing architect & builder visit regularly.
* **Ape 16 To Oct 17 (LGF VITRIFIED TILES.*)***

**AREA MANAGER (sales)**

* Responsibilities included managing sales & dealer/distributor network in the all M.P.
* To strengthen & increase in the current dealer network & appointing new dealer**.**
* To maintain the availability of product in the market & responsible for launching, promotion & other operations of the company.
* Follow up the customer quarries’ & new project for introduce our product in site.
* Placing the products in retail outlets for consumer benefit.
* Achieving Primary & Secondary sales target.
* Collect outstanding amount from dealer.
* Checking quantities of goods on display and in stock.
* Follow up the project & doing architect & builder visit regularly.
* **30 Jan.2013 to Apr. 16 (VITA GRANITO PVT. LTD.*)***

**AREA MANAGER (sales)**

* Responsibilities included managing sales & dealer/distributor network in the all M.P.
* To strengthen & increase in the current dealer network & appointing new dealer**.**
* To maintain the availability of product in the market & responsible for launching, promotion & other operations of the company.
* Follow up the customer quarries’ & new project for introduce our product in site.
* Placing the products in retail outlets for consumer benefit.
* Achieving Primary & Secondary sales target.
* Collect outstanding amount from dealer.
* Checking quantities of goods on display and in stock.
* Follow up the project & doing architect & builder visit regularly.
* **Apr.2010 to Jan. *2013* (WESTERN INDIA CERAMICS PVT. LTD*.)***

**BUSINESS DEVELOPMENT EXECUTIVE (sales)**

* Responsibilities included managing sales & dealer network in the assigned area**.**
* To strengthen & increase in the current dealer network & appointing new dealer**.**
* To maintain the availability of product in the market & responsible for launching, promotion & other operations of the company.
* Follow up the customer quarries’ & new project for introduce our product in site.
* Placing the products in retail outlets for consumer benefit.
* Achieving Primary & Secondary sales target.
* Collect outstanding amount from dealer.
* Follow up the project & doing architect & builder visit regularly.
* **May 2009 to Apr.2010 (NITCO TILES LTD.)**

**SHOWROOM MANAGER** (**Customer dealing & In charge**)

* Persuading the customers to buy the products.
* Follow up the customer quarries’ & new project for introduce our product in site.
* Follow up the party for the payment collection.
* The products in such an order to attract the attention of customers.
* Good communication skills.
* Capable in analyzing the minutest quality of the products to the customers.
* To Maintain The stock & Maintain the record of dispaching of material.
* **2006 to Apr. 2009(TATA TELESERVICES LTD.)**

**CUSTOMER RELATION EXE. (Retention cum collection exe.)**

* To detect the customer problem and resolve that.
* Handling and swiftly resolving customer complaints in a professional and effective manner.
* Speaking to customers regarding their outstanding debts
* Negotiating repayment arrangements.
* Resolving any problems.
* Supporting management and staff to help create their own successful and productive team and become effective team leaders.

**ACHIEVEMENT:**

* Manage the team successfully till date.
* To achieve the position of Team Leader.
* **2005 to 2006 (ICICI BANK)**

**SALES EXE.**

* To achieve the targets which are given by seniors.
* Sale the ICICI credit card as a direct seals exe. .
* Providing all information to the customer about our product.

**ACHIEVEMENT:**

* Taken best performer prize & cash incentive.
* **2004 to Mar- 2005 (B.S.N.L.)**

**AGANCY OWNER:**

* Drive & manage the Team.
* Give target to the team and motivated them to achieve the targets of sales & bill collection.
* Management all the work of agency like bill calculation, team salary & other work.



* **ADDITIONAL STRENGTH**:
* Excellent interpersonal and communication skills.
* Team players attitude.
* Willingness to work hard.
* Ability to manage work to meet specific deadlines.
* Good proficiency in manages the team.
* Creative motivated and fast leaner.
* Ability to multitask.
* **QUALIFICATION:**
* M.B.A. in Marketing From Punjab Technical University .(2008-2010)
* Bsc.(Maths) From Barkatullah University Bhopal.
* Higher Secondary From M.P. Board .



* **KEY I.T. SKILLS :**
* Word, Excel, Access, PowerPoint, Internet & Email



* **PERSONAL DATA:**
* Date of Birth : 12-09-1983.
* Father’s Name : Shri M.L. Majoka.
* Nationality : Indian.
* Marital Status : married.
* Hobbies : Reading Books, Writing, Meeting with people.
* Languages Known : Hindi, English.



* **DECLARATION:**

I hereby declare that the above particulars are true in every respect and nothing has been concealed or with held by me. 

**REFERENCES ARE AVAILABLE ON REQUEST:**

* **Mr. Prashant Tiwari (R.M.) Western India Ceramics Pvt. Ltd. (9827904777).**
* **Mr. Vinit Mal (marketing directior) vita granite pvt ltd(09892365680).**

**Date:**

**Place: Bhopal**  **(SANDEEP MAJOKA)**