

Suhaani Joshi

Vadodara, Gujarat

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To be associated with an organization which helps me to grow as a professional and become a value adding team member towards Organizational Objective

Work Experience

Global Support Analyst

Magnit Global - Vadodara, Gujarat

May 2022 to Present

We connect to USA based clients on a daily basis regarding their concerns for the website we provide, we resolve them via Case tickets, calls and sometimes the online meetings too.

Business development trainee

BYJUS

July 2021 to August 2021

Reliance Digital As Direct Placements From Parul University.

Senior Sales Executive

iiiEM Pvt. Ltd - Vadodara, Gujarat

September 2019 to May 2021

Senior Executive counselor

- Attending the Leads of the Local business person, and explaining them regarding the Scenarios, Possibilities and Benefits of EXPORTS & IMPORTS.
- Explaining them the process regarding Documentations of imports exports and providing them the technical back supports.
- Provider of Awareness regarding imports exports businesses to the college and higher secondary students.
- Handling the back office challenges.

Skills

- Good at English Conversations/ Writings.
- Influencing.
- Having excellent Grasping power.
- Good typing speed
- Positive Attitude amidst of Negative situations.
- Good at explanations.
- Good at Presentations.
- Believe in Creating good aura in office campus
- Good at understanding people and their

needs.

- Good at Documentations of Imports and Exports.
 - Good leadership.
 - Public speaker
 - Good at managing work.
 - Proficient at Microsoft office
 - Good at prioritizing the work.
 - Good at Handling Responsibilities.
 - Good at Computer skills
 - Good at holding the meetings with business people.
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- Comfortable at 4 languages:- English, Hindi, Gujarati, & Marathi.

Social Worker

CRY FOUNDATION by Accord Management Pvt. Ltd - Vadodara, Gujarat
August 2019 to September 2019

Did door to door marketing and awareness for the children of CRY FOUNDATION to get them help via good money for donations for their studies and their basic needs.

Joined Accord management just with intentions of creating help and giving awareness to be more kind for mankind.

Customer Relationship Manager

Reliance Digital as CRM
June 2019 to July 2019

- Getting the queries of customers and providing the solutions as per their concerns ASAP.
- Coordinating with colleagues regarding the stocks of the products on the store and examining the qualities.

Education

Bachelor's in Bachelor's in business administration

Parul University - Vadodara, Gujarat
June 2015 to June 2019

Higher Secondary Certificate in English Medium

Reliance School
2013

Skills / IT Skills

- Business development
- English
- Leadership
- Management
- Marketing
- Negotiation

- Sales
- Customer Handling
- Customer Support
- Customer Service
- Microsoft Excel
- Hindi
- Communication skills

Languages

- Hindi - Expert
- English - Expert
- Gujarati - Native
- Marathi - Fluent