CURRICULUM-VITAE

DEEWAKAR DUBEY

Mob: 9675240851

E-mail-: documentexecutive000@gmail.com

Permanent Address:

Thakur nagar, ward no.10 Transit camp

Post-Rudrapur Tehsil-Rudrapur

Dist.- Udham Singh Nagar (U.K.) 263153

OBJECTIVE:

To work in an environment, where my skills are efficiently utilized towards the development of the organization as well as personal development in the organization and where I can acquire good amount of skills and knowledge for further growth in my profession.

ACADEMIC QUALIFICATION:

Qualification	Institute/ College	Board / University	Year of Passing	Aggregate
High School	ST. Paul S. Sec. School	C.B.S.E. Board	2006	52.4%
Intermediate	ST. Paul S. Sec. School	C.B.S.E. Board	2010	49.6%
B.com	Sikkim Manipal University	Sikkim Manipal University	2017	57.33%
MBA (SALES & MARKETING)	FINAL RESULT AWAITED	A.K.T.U LUCKNOW	2019	

COMPUTER SKILLS:

- Computer Application, MS Office (Word, Excel, PowerPoint) in (2011-2013)
- > 18 month Diploma in Hardware & Networking

PERSONAL SKILLS:

- ➤ Always be in learning mode.
- > Effective Communication Skills.
- Positive attitude & Cool minded.
- Committed to my work
- ➤ Hard working nature & self confidence.

EXPERINCE:-

- ➤ 4 Years Experience in Softage Information technology Ltd. as **Data Entry Operator**
- ➤ 3 Years Experience online data entry in (Ration Card Management System).
- ➤ 3 month in Jagdamba Traders (**Bosch distributors**) as Field Representative.
- Currently Working in Amazon Seller Support as Sales Executive(Udyog Vihar, Gurgaon)

<u> Job Description:- Amazon seller support</u>

- ➤ Lead generation
- ➤ Lead conversion into sale
- > Seller onboarding
- > Reseller onboarding
- Presentation about working of online selling
- Client objection handling
- > Ensuring service after sale

PERSONAL DETAILS:

Name :- Deewakar Dubey

Father Name :- Mr. Ram Ujagir Dubey

Date of Birth :- 25/06/1991

Gender :- Male

Marital Status :- Married

Language Known : - Hindi, English

Nationality :- Indian

Local Address :- H. no-218, Saini Mohalla , Bijwasan

Kapashera (New Delhi) Pin-110061

Declaration

I hereby declare that the above information are true and correct of my knowledge and belief.

Date: Signature

Place:.. **Deewakar Dubey**