

# NIYASDEEN. S

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## SUMMARY

Responsible and enthusiastic professional with experience in sales and marketing, supporting internal operations and team coordination. Excited to explore new career opportunities and learn different roles. Known for being a quick learner, easily adaptable, and committed to delivering quality work with a positive attitude. Looking forward to contributing to a dynamic workplace that values growth, collaboration, and continuous improvement.

## EXPERIENCE

**Offer Executive**

**May 2024 - Present**

**Propel Industries Private limited, Sulur - Coimbatore**

- Prepared detailed and accurate cost sheets for sales experts, ensuring timely and precise quotations for customers
- Collaborated with sales teams to create comprehensive cost sheets tailored to customer needs
- Ensured on-time completion of multiple tasks, meeting deadlines without compromising quality
- Consistently ensured customer satisfaction by understanding their needs and delivering tailored solutions promptly and accurately

## TECHNICAL SKILL

- Excel
- MS Office
- Sales Force
- Typing

## EDUCATION

**RVS College of Arts & Science - Coimbatore, Sep 2021 - Apr 2024**

Bachelor of Science in Mathematics, Cumulative CGPA: 8.9

## SOFT SKILLS

- Time management
- Critical Thinking
- Problem Solving ability
- Ability to work independently

## LANGUAGE

- Tamil
- English

## CERTIFICATION

Successfully completed Tamil and English typing exams with distinction.

## DECLARATION

I hereby declare that the above mentioned information are true to my knowledge