

CURRICULUM VITAE

KEVAL BHARAT SANKLA

604, Shubh Laxmi Building,

Shahje Raje Road,

Vile Parle (East),

Mumbai- 400 057.

Mobile no: +919769535109

Email: sanklakeval49@gmail.com

Sub: Application for the Suitable Post.

Dear Sir/ Madam,

It is my privilege for applying in your esteemed organization for the mentioned position.

I trust I shall have a great opportunity to work in a challenging and stimulating environment where I can learn, enhance and utilize my skills in your organization.

Please find enclosed herewith a copy of my resume for your kind perusal. I look forward to a positive response from you.

Thanking you
Yours Truly

Keval Bharat Sankla

I am an experienced customer service representative and logistics approach in any service. Analytic skills, problem solving attitude and positive approach has helped me a lot in the past and will help me in my work in the future too.

PROFESSIONAL EXPERIENCE

MODI HYUNDAI MOTORS

CORPORATE SALES CONSULTANT: Till 10th July 2018 - 7th March 2019.

- **JOB RESPONSIBILITY:** Selling Hyundai cars to Corporate Customer in various models and variants.

Enclosed all the details providing to Customer till time of delivery and taking care of each criteria.

Providing a good service and explain all the details about the cars and demonstrate the vehicles properly.

Targets to be achieved at monthly based to follow as per the requirements.

ANI Technologies - OLA.

Telecaller 3rd April 2017 - 10th May 2018

Job Responsibility: **Out calling partners for installation and feedback.**

Job Description:

Resolving issues related with drivers or owner's query.

Resolving complaints raised by driver or owner on his debit of addition charges due to wrongly debit of payment form his account.

Personally taking care of driver or owner on his installation of device.

Coordinating with Team and management if any issue is to be resolved.

Helping new joiners in cases where decision is to be taken.

Giving addition discount incase drive is not willing to come to install the device.

Also making sure business is flowing in to the organization by generating new sales.

Send communication on email to managers on any escalation.

Giving necessary communication feedback to them and helping them to communicate the partner or drive in a proper and professional way.

Doormint.

Logistic Manager since 8th May 2016 till 7th May 2017.

Job Responsibility: **Sending workers for appointments related to services.**

Job Description:

- Calling and sending email with regards to services like Laundry, Carpenter, Plumber, and Pest Control etc.
- Handling field workers and ensuring the tasked appointed is done.
- Time managing in regards to task given to field working
- Managing attendance and weekly offs.

Raj Chem Traders.

Senior Executive Retention since 3rd February 2014 till 2nd Jan 2015.

Job Responsibility: **Marketing executive**

Job Description:

Handling import and export of garments.

Purchasing of Garments on wholesale and selling it to Retailers.

Auditing of Garment received.

Managing Stock received and sold.

STRENGTHS

Keeping Patience, Attentiveness, achieve targets on a regular basis, Clear communication skills, Re-liaable, calming presence, Goal oriented focus, Persuasion skills, Willingness to learn

EDUCATION QUALIFICATION

Name of the Degree	University / Institute	Year
B.M.S.	Bhavan's college of Arts, Science and Commerce	2012 - 2013.
H.S.C.	Poddar Universal College	2009 - 2010.

S.S.C.	G.M.E.S. High School	2007 - 2008.
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COMPUTER EDUCATION

Completed Basic course.

PERSONAL INFORMATION

Name	: Keval Bharat Sankla
Permanent Address	: 604, Shubh Laxmi building, Shaje Raje Road,
Vileparle (east),	Mumbai 400057.
Contact Details	: 9769535109
Date of Birth	: 24 th November 1991.
Email id	: sanklakeval49@gmail.com
Marital Status	: Single.
Gender	: Male.
Hobbies	: Carom, Football & Cricket.
Professional Skills	: Planning, Organizing, Leadership, Flexible &
Motivating.	
Strengths	: Optimistic, Target-oriented, Straightforward, & Explorative

Place: - Mumbai
Sankla

Keval Bharat