



# Vivek Purandare

Business Development Manager

Bengaluru

To associate with an established professional organization. I bring to the table rich and valuable experience as a Business Development Manager. Having worked in the start up space I can add value and contribute to the growth of the organization by using knowledge, acquired skills and past experience.

Experienced in establishing relationships with clients and industry professionals Flexible in meeting the quickly changing needs of the team, yet able to keep a positive demeanor at all times.

## Key skills include:

Team Management

Co-ordination and monitoring, taking on escalations

Key Account Management

Logistical Planning & Coordination

Vendor Contract Negotiations and Concessions

Client Servicing, Retention and Relations

Print Materials

Managed corporate client relationships and events (user conferences, board meetings, and special events).

Knowledge of CorelDRAW, Adobe Photoshop

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## Experience

Cliffex Software Solutions LLP

Business Development Manager

August 2020 - December 2020

Noida, Uttar Pradesh, India

- \* Primary point of contact for post-sales activities touching on all aspects of the customer life-cycle, such as customer on-boarding, product training, technical support, and other assigned account management activities.
- \* Prioritize and drive timely resolution of customer inquiries.
- \* Gather regular customer feedback and suggestions and present ideas to key stakeholders internally.
- \* Contacting potential clients to establish rapport and arrange meetings.

## Contact

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vyvek.1989@gmail.com

[www.linkedin.com/in/vivek-purandare](https://www.linkedin.com/in/vivek-purandare) (LinkedIn)



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### Creative Pivot Pvt. Ltd.

3 years 7 months

#### Senior Business Development Manager

October 2018 - August 2020 (1 year 11 months)

Bangalore

- Nurtured and maintained partnerships and collaborations
- Identified and explored multiple opportunities in F&B and Healthcare industry.
- Designed theme based service presentations for acquiring new customers
- Identified, negotiated and worked with multiple clients to create a win-win situation
- Fair understanding of regulatory requirements, tax laws
- Prepared and developed project proposals

#### Business Development Manager

February 2017 - September 2018 (1 year 8 months)

Bengaluru, Karnataka

- Contacting potential clients to establish rapport and arrange meetings.
- Planning and overseeing new marketing initiatives.
- Researching organizations and individuals to find new opportunities.
- Increasing the value of current customers while attracting new ones.
- Finding and developing new markets and improving sales.
- Attending conferences, meetings, and industry events.
- Developing quotes and proposals for clients.
- Developing goals for the development team and business growth and ensuring they are met.

### Pyrumas Software Pvt Ltd

#### Business Development Executive

June 2014 - February 2017 (2 years 9 months)

Bengaluru Area, India

- Worked on various Government projects
- Responsible for Government tenders- preparation, submission and follow up
- Handled key accounts
- Projects worked on: BESCOM, KIADB, KUWSD&B and KStePs etc.
- Post successful bids - Liaised with top level Government officials, implementation, application deployment and ensured smooth operations.



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## Firstsource

### Client Support Executive

January 2013 - January 2014 (1 year 1 month)

Bengaluru Area, India

- Handled Offshore customers - Admiral Car Insurance process
- Pitched & sold Breakdown Cover service.
- Regularly interacting with clients through telephone calls, email communications.
- Responding to client inquiries in a timely and professional manner.

## International Projects & Assignments

- \* Middle East Institute – National University of Singapore: Coordinated with MEI-NUS staff for maintenance of web application and website.
- \* India Platform – Gent University (Belgium) – Coordinated with University staff to work on the India Platform application.
- \* Globalyceum – Worked closely with the development of this digital learning platform.
- \* Coordinated and fixed up participation of company for BIXPO 2016 International Expo in South Korea- . BIXPO an international event, created, designed, set up and managed the stall
- \* Explored International markets in Singapore, developed customers and successfully executed multiple international projects.

## Education

Bachelors In Computer Applications (BCA)

Animation Specialist Program Specialist Program In Photography

## Other key skills

- \* Onboard new clients, help with necessary product training, and maintain a profitable relationship with the clients.
- \* Experience in building strong customer relationships
- \* Collaborate with the design team and create decks/presentations for Client calls & also lead these meetings.
- \* Coordinate with clients and thoroughly understand their communication requirements.
- \* Served as a trusted advisor to customers delivering best practices and guidance.

## Personal Information:

**Date Of Birth:** 1<sup>st</sup> Of February 1989

**Marital Status:** Married

**Current Location:** Bengaluru

**Languages Known:** Fluent In English, Kannada And Hindi & Working Knowledge In Tamil, Telugu and Marathi