

Tarun Sinha

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MB-30B Master Block Shakarpur Delhi-92, Street No-1.

OBJECTIVE: -

I intend to be a part of an organization where I can constantly learn and develop my technical as well as non-technical skills and make best use of it for the growth of the organization. I look forward to establishing myself by adapting new technologies as well.

EDUCATIONAL QUALIFICATION: -

Year	Degree	School/Institute	Board/University	%age /CGPA
2018	B. tech (CSE)	Chandigarh group of colleges.	Punjab Technical University	60%
2014	Senior secondary (10+2)	Vivekanand Public School, Anand Vihar-New Delhi.	CBSE	65.4%
2011	Matric(10 th)	Loyola High School	CBSE	68.4%

PROFESSIONAL QUALIFICATION: -

HIC Global Solutions – (Salesforce-Inside Sales/ Business Development Executive) (May 2018 – currently working)

- I am responsible for researching and pursuing new business leads to the growth of the business.
- My primary role and responsibilities are:-
 - * Business to Business (B2B)
 - * Business to Customers (B2C)
 - * Lead Generation
 - * TeleSales
 - * Technical Sales
- Build contacts with potential clients to create new business opportunities.
- Keep prospective client databases updated.
- Make cold calls for new business leads.
- Support in writing new business proposals.
- Maintain knowledge of all product and service offerings of the company.

- Arrange meetings for senior management with prospective clients.
- Follow company guidelines and procedures for the acquisition of customers, submission of tenders etc.
- Online bidding on software projects- On different portals like Upwork, Freelancer, Guru.com and PeoplePerHour. .
- Email Marketing

Times World Group-(AICRA) Project Trainee (January 2018-May 2018)

-To promote, setting up standards for advance robotics & automation industry as well as developing the skill set of latest technologies as part of skill development mission to fulfill the growing need in India for skilled manpower across sectors and narrow the existing gap between the demand and supply of technical skills.

TECHNICAL SKILLS: -

- Operating system: Windows
- Others: MS OFFICE(Excel, PowerPoint, Word)

INTERPERSONAL SKILLS: -

- Ability to listen to someone and then giving bright ideas to solve the problem.
- Ability to communicate with people in a confident way and present things well.
- Ability to work in a team and lead the team as well.

EXTRA CURRICULAR ACTIVITIES: -

- Represent College in the Inter University Table Tennis Tournament.(2014-2017)
- Placement Coordinator (2014-2017)

PERSONAL INFORMATION: -

Date of Birth : 10th January 1995

Gender / Marital Status: Male / Single

Language Proficiency: English and Hindi