**Balveer Singh**

B2/305, E-Mail: [balveer.saini@gmail.com](mailto:balveer.saini@gmail.com)

Krishna Apra Garden,

Indirapuram,Ghaziabad Cell: (+91) 9312742808

U.P 201001

**About Me:**

9+years of Experience in Marketing and Sales in Healthcare/real estate sector. Presently Associated as Business Development Manager/Team Leader Sales. Joined as Team Leader sales and promoted as Business development manager. Managing Customer sales Query, ensuring timely delivery of products, co-ordination with Dealer network/channel partners/stockiest and identification of new business areas. Apart from this team of six people was also managed by me.

**Objective:**

Keenly interested to work in Marketing/Promotion/Business Analyses with Reputed organization preferably in Durable goods Industry. which could provide me a solid platform for bright future in the field of marketing & sales, with challenging work place an opportunity to me for better utilization of my knowledge and ability.

**Educational qualification:**

* Dual degree MBA (Marketing & Finance) from BDS Institute of Management Meerut (U.P.)
* 12 month diploma in Basic computer application
* NCC ‘B’ Certificated

|  |  |  |
| --- | --- | --- |
| **DEGREE** | **UNIVERSTITY/BOARD** | **YEAR OF PASSSING** |
| **M.B.A.(Marketing)** | BDS Institute of Management Meerut | 2009 |
| **B. Com.** | M.J.P. Rohilkhand University Bareilly | 2006 |
| **10+2 (Commerce)** | U.P. Board | 2003 |
| **10th (Commerce)** | U.P. Board | 2001 |

**Skill Set**

**Computer skills**

Basic : MS Office, MS Excel, outlook, Internet, Scanning, Writing

Operating System : Windows 9X/NT, windows 2000/XP, Vista

**Languages Known** : Hindi and English

**Work Experience**

**Organization** : Hashmi International Pvt. Ltd.

**Address** : Qazi Zada Street,Amroha, UP 244221

**Period** : Jan 2011 – Till Date

**Designation :** Business Development Manager/Team Lead sales

**Roles & Responsibilities :** Managing Customer sales Query, ensuring timely delivery of products, co-ordination with Dealer network/channel partners/stockiest and identification of new business areas. Apart from this team of six people was also managed by me.

**Organization :** Agni property Pvt. Ltd.

**Address :** Lane No.3, Westend Marg Saidulajab, Saket NEW DELHI

**Period :** Oct. 2009 – Dec.2010

**Designation :** Business Development Executive

**Roles & Responsibilities :** Identify potential customers, setup meetings with customers/builders, guiding customers during all phases of purchase, Helping customers in home loan, providing post sales services.

**Achievements**:

* Active Participation in team Presentation as **Team Leader**, held in B.D.S Institute of Management.
* Active participation in workshop of communication & soft skills organized by B.D.S Institute of Management.
* Awarded as 100% attendance two years continuously.
* Awarded as best performer of year 2013.

**Strength**:

* Positive Attitude.
* Quick learner.
* Flexible to work in any environment.
* An effective communicator with excellent relationship & Team management Skils

**Personal Details**

Name : Balveer Singh

Date of Birth : July 30 1985

Sex : Male

Marital Status : Married

Languages : English, Hindi

Nationality **:** Indian