

## Resume

Ramendra Vishwakarma

Lead Generation Executive

+91-9406761020

[ramendra.vishwakarma@gmail.com](mailto:ramendra.vishwakarma@gmail.com)

<https://www.linkedin.com/in/ramendra-vishwakarma-b8384787/>

### Summary

I am highly competent individual who has knowledge & experience in SMB sales and operations for ERP. I possess experience in aspects of Business Development, Affinity Group Marketing and Customer Relationship Management. I have strong interpersonal, communication, and project execution skills. Consistently thinks "Outside the Box" to create new marketing strategies and solve complex challenges.

### Experience



Position- Lead Generation Executive

Full-time Present · 1 yr 8 months (Remote)

- Currently, I am working as Lead Generation Executive in APO-Group leading media relations consulting firm in Africa and the Middle East. Media List Generation/Contacts research through professional media websites globally with an extensive search using given tools or platforms.

APO Group is the leading pan-African communications consultancy and press release distribution service providing turnkey solutions that empower companies to grow their business on the African continent. Currently, I am working as Lead Generation Executive in APO-Group leading media relations consulting firm in Africa and the Middle East. Media List Generation/Contacts research through professional media websites globally with an extensive search using given tools or platforms.

- **Skills:** Data Analysis · Lead Generation · Business Development · Customer Relationship Management (CRM)



Position- Operation Executive

Full-time Mar 2016 - May 2021 · 5 yrs 3 months (Bhopal, Madhya Pradesh, India)

- As an Operation Executive I am responsible for ensuring production deadlines are met while maintaining quality control standards. In this role I had report to the Zonal Manager and top-level ideas while demonstrating results.

TCS iON is a strategic unit of Tata Consultancy Services focused on Manufacturing Industries (SMB), Educational Institutions and Examination Boards. TCS iON provides technology by means of a unique IT-as-a-Service model, offering end-to-end business solutions.

Managing daily operations role for the me. My goal here is to mitigate operational errors daily to

continue driving processes forward. As an Operation Executive I am responsible for ensuring production deadlines are met while maintaining quality control standards. As an executive, also must report to the Zonal Manager and top-level ideas while demonstrating results.

- I had also worked as a business development for 1 year in this company to sell out the newly launched products under 'Life Long Learning' product by TCSiON.
- I had worked as an inventory manager for MP-CG Region for.
- I also have an experience in giving training and develop the newly hired person to do the task.
- Having some technical work exposé with Linux operating system.
- **Skills:** Strategic Planning · Team Leadership · Inventory Management · Marketing · People Management · LAN-WAN · Training & Development · Linux · Event Management · Project Management · Marketing Strategy · Management · Operations Management · Team Management

### Education

Master of Technology - MTech, Electrical, Electronic and Communications Engineering Technology (2019)  
Collage Name - Shri Ram Institute of Science & Technology – First Division

Bachelor of Engineering (B.E.), Electronic and Communications Engineering (2015)  
Collage Name - Shri Ram Institute of Technology - First Division

Nachiketa Higher Secondary  
10+2, Maths and Science 10+2, Maths and Science (2011) - First Division