# MOHD NAVAAZ KHAN

I have been working in Tourism Industry from 5 years, ultimately gaining experience in Sales & Operations. I am always striving to bring 100% to the work I do, and my goal as a Sales Manager is to bring business for the company and coordinate with my internal staff efficiently. Currently I am working as Assistant Manager Sales in U Tourizmo Pvt. Ltd. and responsible for sales of Trade Fairs & MICE. I can handle sales profile for any Product.

Delhi. Delhi

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Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

# Work Experience

### **Assistant Manager - Sales & Marketing**

U-TOURIZMO Pvt. Ltd - Noida, Uttar Pradesh November 2019 to Present

I am responsible for Sales & Marketing of Companies Product. Maintaining Client relation for future Business. Coordinating with Operations Teams for smooth Client Handling after Sales.

#### **Team Leader - Sales & Marketing**

Cox and Kings Ltd - Gurgaon, Haryana February 2019 to October 2019

I was responsible for Sales & Marketing of Companies Product. Maintaining Client relation for future Business. Coordinating with Operations Teams for smooth Client Handling after Sales.

#### **Assistant Manager - Sales & Marketing**

Tibro Tours Pvt. Ltd - Delhi, Delhi May 2018 to February 2019

I was responsible for Sales & Marketing of Companies Product. Maintaining Client relation for future Business. Coordinating with Operations Teams for smooth Client Handling after Sales.

#### **Executive - Sales & Marketing**

Orbit Corporate & Leisure Travels (I) Pvt. Ltd. (now GOOMO) - Delhi, Delhi April 2015 to May 2018

I was responsible for Sales & Marketing of Companies Product. Maintaining Client relation for future Business. Coordinating with Operations Teams for smooth Client Handling after Sales.

#### **Trainee Sales Executive**

Orbit Corporate & Leisure Travels (I) Pvt. Ltd. (now GOOMO) - Indore, Madhya Pradesh January 2015 to April 2015

I was responsible for Sales & Marketing of Companies Product. Maintaining Client relation for future Business. Coordinating with Operations Teams for smooth Client Handling after Sales.

#### Education

#### **Master's in Tourism Administration**

International Institute of Professional Studies - DAVV - Indore, Madhya Pradesh June 2013 to May 2015

#### **Bachelor's in Commerce**

University of Delhi - Delhi, Delhi June 2010 to May 2013

# Higher Secondary(12th Pass) in Commerce

ST. Thomas School - Gopiganj, Uttar Pradesh April 2009 to March 2010

# Secondary(10th Pass) in Math, Science, English, Commerce

ST. Thomas School - Gopiganj, Uttar Pradesh April 2007 to March 2008

### Skills / IT Skills

- Sales (5 years)
- Clients Meeting (5 years)
- Maintaining CRM (5 years)

### Additional Information

Won Best Research Project Award in Tourism in 2015 from DAVV, Indore, Madhya Pradesh.