

# Girijesh Bhardwaj

Agra, Uttar Pradesh 282001

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8218761561

A growth oriented position in a professionally managed and dynamic organization providing growth opportunities and responsibilities to contribute to its growth and continually working towards enhancing my skills in order to achieve professional erudition.

Willing to relocate to: Noida, Uttar Pradesh - New Delhi, Delhi - Gurgaon, Haryana

## Work Experience

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### **Assistant Manager in Sales And Marketing**

Camtech Heavy Engineering Company - India

July 2019 to Present

- Develop new business and long term account opportunities through prospecting & cold calling.
  - Develop Sales presentations, participate in meetings with clients and external vendors.
  - Responsible for marketing and providing complete range of product solutions with technical knowledge of product.
  - Strategy of marketing various products , advertising campaign, participation in technical forums and exhibitions.
  - Responsible for handling entire sales cycle, right from identification of opportunities till successful closure of the contact.
  - Hard core selling of Dg Sets system to Govt bodies/semi Govt on GEM or in corporate.
  - Attending of the Requirements Pre bid meeting with the clients to get L1 in participating GEM bids and Tenders.
  - Liaisoning with the concerned department and Purchase order, installation of the DG sets follow up for the payments too.
  - Filling of tenders and retender as per our specifications on GEM bids and cancellation of the same.
  - Coordinate with installation and delivery team after sales for timely closing the orders.
  - Tenders/ E -tenders preparation and working on the golden parameters specifications and scope of work.
  - Cold Calling, Follow Up, Technical Data Collection, Technical Discussion, Quotation Submission, Negotiation & closing, Payment follow up.
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- Handle named clients Railways, Defence, Health, Education and others by creating excellent relationship to generate further business and Co-ordinating with complete team of GEM bids and handling sales team

### **Institutional Sales Manager**

Caya Constructs

January 2020 to May 2020

- Develop new business and long term account opportunities through prospecting & cold calling.
- Develop Sales presentations, participate in meetings with clients and external vendors.

- Responsible for marketing and providing complete range of product solutions with technical knowledge of product.
- Strategy of marketing various products , advertising campaign, participation in technical forums and exhibitions.
- Responsible for handling entire sales cycle, right from identification of opportunities till successful closure of the contact.

### **Area Sales Manager (ASM)**

Electro Equipment's pvt.Ltd. (OEM Kirloskar DG SETS) - Delhi, Delhi  
March 2018 to June 2019

- Develop new business and long term account opportunities through prospecting & cold calling.
  - Develop Sales presentations, participate in meetings with clients and external vendors.
  - Responsible for marketing and providing complete range of product solutions with technical knowledge of product.
  - Strategy of marketing various products , advertising campaign, participation in technical forums and exhibitions.
  - Responsible for handling entire sales cycle, right from identification of opportunities till successful closure of the contact.
  - Hard core selling of Dg Sets system to Govt bodies/semi Govt on GEM or in corporate.
  - Attending of the Requirements Pre bid meeting with the clients to get L1 in participating GEM bids and Tenders.
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  - Cold Calling, Follow Up, Technical Data Collection, Technical Discussion, Quotation Submission, Negotiation & closing, Payment follow up.
- Handle named clients Railways, Defence, Health, Education and others by creating excellent relationship to generate further business and Co-ordinating with complete team of GEM bids and handling sales team

### **D S E**

Sumer Sons Autotech Pvt. Ltd Authorized Dealer - "ASHOK LEYLAND" - Agra, Uttar Pradesh  
August 2016 to February 2018

- Develop new business and long term account opportunities through prospecting & cold calling.
- Develop Sales presentations, participate in meetings with clients and external vendors.
- Responsible for marketing and providing complete range of product solutions with technical knowledge of product.
- Strategy of marketing various products , advertising campaign, participation in technical forums and exhibitions.
- Responsible for handling entire sales cycle, right from identification of opportunities till successful closure of the contact.

### **Education**

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**Post Graduate Diploma In Planning & Management in • Market Management • Regional Planning and Infrastructure • Transportation Systems • Environment Planning • Spatial Planning • Housing Management and Real Estate Management • Applied System Approach • Planning Laws And Legislation • Planning Studio , Market Research and Survey**

Dayalbagh University - Agra, Uttar Pradesh

2016 to 2017

**B.Tech. in Mechanical**

Nikhil Institute Of Engg - Mathura, Uttar Pradesh

2014

**C.B.S.E. in Board**

School Agra - Agra, Uttar Pradesh

2010

**C.B.S.E. in Dayanand**

School Agra - Agra, Uttar Pradesh

2008

**Skills / IT Skills**

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- SALES PRESENTATIONS
- GIS
- CCC
- GEM
- CAD
- GeM , E-Tenders (2 years)