

Resume

C/O Transguard LLC Staff Accommodation

Alquoz

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RAHUL KUMAR

OBJECTIVE

“To excel in my profession and contribute towards the growth of a multifunctional organization resulting increase in profits of the stakeholders both as an organization and an individual.”

INDUSTRIAL TRAINING

Organization	Webtel Electrosoft Pvt. Ltd.
	Vikrant Tower, Rajendar place, New Delhi.
Department	Marketing (West Delhi).
Designation	Management Trainee.
Duration	20th of July 2012 to 25th of September 2012.
Responsibilities	To coordinate various other members in my team. To coordinate with various direct marketing activities. To coordinate with various sales promotion activities.

Work Experience

Nov 2013-Dec 2014	APLHA ENGINEERS Alpha Engineers designs, supplies, install and provide services for all types of air conditioning and ventilation systems in the domestic and commercial market. The company's vision is to become a leading supplier of air conditioning in the north region by providing honest, competent and personal customer service.
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Designation	Executive Sales & Marketing
Job Responsibilities	- New Market Development for Air conditioning biz -Dealing with Architects, Consultant& Customers. -Enquiry Generation, Quotation submission on monthly sales target basis.

Feb 2015-July 2015	PERIL MANAGEMENT SERVICES EC ROAD, DEHRADUN UTTARAKHAND
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Peril management services is Risk control unit (RCU) Agency, work for different banks.

Designation	Office Administration
Job Responsibilities	Preparing MIS report on daily basis and in given TAT period.
July 2015-September 2015	Zhejiang Homebase Industrial Co.,Ltd. Qinggang Science-Technology Industrial Park, Yuhuan Zhejiang, China.
	A Leading manufacturer and exporter of deep well submersible pumps, towel heater and valves.
Designation	International Sales Executive (submersible pumps).
Job Responsibilities	To find out the new customers in market. To coordinate with various sales promotion activities. To coordinate with various others members in my team and research and sales department. To maintain different market research report.
December 2015-Till Date	Transguard group LLC. H.O. Emirates group security, Head Quarters, B Wing, 1 Floor
	Dubai Airport Freezone, P.O. Box 22630, Dubai UAE.
Designation	Security officer
Job Responsibilities	Safety and Security of the given premises. Handling the team of 3-5 persons. Customer Care service.

PROFESSIONAL QUALIFICATIONS

Masters In Business Administration (MBA)	:	NBA School of Business, New Delhi.
		Affiliated to Maharishi Dayanand University (MDU), Rohtak in 2013.
Specialization Business (Minor).	:	Marketing (Major)& International
Bachelor of Commerce (B.Com.)	:	H.N.B Gharwal University in 2011.

ACADEMIC QUALIFICATIONS

Intermediate (12th)	C.B.S.E. from Children's Academy school, Dehradun, Uttarakhand.
High School (10th)	C.B.S.E. from Children's Academy school, Dehradun, Uttarakhand.

COMPUTER PROFICIENCY

- ❖ Well versed in Operating System (Windows-98, XP, Vista, Windows-7, 8).

- ❖ Proficiency in entire MS-Office Suit.
- ❖ Sound understanding of Internet Tools.
- ❖ Knowledge of Tally (Diploma).
- ❖ Completed 1yr course of Computer Basic Knowledge.

EXTRA CURRICULAR ACTIVITIES

- ❖ Participated as in Boxing Competition – Inter School
- ❖ Participated as in Cricket Tournament – Inter School
- ❖ NCC Certification
- ❖ Six Sigma Certification -Yellow Belt

PERSONAL DETAILS

Date of Birth : 20th September 1986
Father's Name : Mr. PhoolSingh
Nationality : Indian

Date:

Place:

(RAHUL KUMAR)