

**PROFILE SUMMARY**

A qualified **B.Com, in Sales & Marketing** with more than 4 year of experience in Real Estate field and 2 years of experience in Mobile sector as a supervisor.

**Areas of expertise**

- Real Estate Sale, Broker & Client Management, Team handling, Recruitment and Head hunting.
- Excellent hands on knowledge of MIS, MS Office suite (MS Word, MS Excel, MS PowerPoint), Database search

**Core competencies**

- Proven skills in problem solving, negotiation, dealing with ambiguity and working with diverse groups
- Solid verbal and written communication, presentation and time management skills
- Team player

**ACADEMIC QUALIFICATIONS**

DEGREE	YEAR OF PASSING	UNIVERSITY/BOARD
B.COM	2007	CCS UNIVERSITY
H.S.C (XII)	2004	CBSE
S.S.C (X)	2002	CBSE

**PROFESSIONAL EXPERIENCE****Gaursons india pvt ltd pay roll of Prop buzz infra pvt ltd. june 2014 Till Date**

*The Prop buzz is one of the leading real estate developers in Delhi-NCR since 2010. The group's niche is to develop premium real estate properties in Noida and Greater Noida.*

**Designation : Manager (direct Sales)**

- To maintain relationship with the customers & generate sales
- Well versed in interfacing with clients for suggesting the most viable product range and cultivating relations with them for securing repeat business
- Develop and Implement the Marketing Strategy, Establish and Manage New Channel partners, Alliances
- Managing the entire sales operations and coordination with inhouse departments
- Exposure in handling sales team.
- Making presentations and pitches to the corporate and HNI clients
- Skilled in forecasting sales targets and executing them in a given time frame thereby enhancing existing clientle

**Awards & promotions:**

**Beat sales employee of the 2014-15**

**Promote as a Asst Project head**

**Gold mine developers ltd Aug 2013 Till june 2014**

*Goldmine , a premium real estate consulting firm, has been setup with a vision to drive professionalism in the field of Real Estate Brokerage. We understand the pulse of the modern day customers who deservedly expect transparency and ethics, two attributes clichéd to be missing in Real Estate industry of today.*

**Designation: Assistant Sales Manager**

- Handling builder accounts like Gaur, Ajnara, Greenarch etc. for all booking process
  - Developing sales plans and strategies
  - Client site visits and maintain customer relationship to turn prospect into buyer
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- Assisting clients with property sales and development and advise clients on market conditions and trends
- Maintaining relationship with brokers/agents/associates to strengthen personal network
- Proper coordination with team members and various departments.

#### **Awards & Promotions**

Promote as sales manager in april 2014 (according to my performance )

#### **Bajaj capital pvt ltd July 2012 Till Aug 2013**

*Gold mine developers is a company with rich experience in Real estate advisory that believes each real estate experience should be a simple and successful execution from a DREAM to REALITY. Our team of Real Estate advisors is driven by the fundamental values of customer satisfaction, credibility and professionalism.*

#### **Designation: Assistant Sales Manager**

- Make calls in order to initiate sales and marketing activities in order to generate clientele
- Developing sales plans and strategies
- Client site visits and maintain customer relationship to turn prospect into buyer
- Assisting clients with property sales and development and advise clients on market conditions and trends
- Strong follow up and closure
- Executing all sales related documents
- Achieving sales targets
- Planning and executing corporate activities
- Maintaining relationship with brokers/agents/associates to strengthen personal network
- Proper coordination with team members and various departments

#### **SPICE MOBILE JUNE 2009 Till JULY 2012**

*Spice mobile is a 1<sup>st</sup> indian based mobile company.*

#### **Designation: Team leader - Sales**

- Handling sales team.
- Daily sales report.
- Making targets of our promoters
- Give perfect product knowledge
- All give Motivation to team.
- Maintaining and updating database and trackers regularly and preparation of daily MIS and weekly reports.

### **PERSONAL DETAILS**

- Date of birth: 10<sup>th</sup> jan 1988
  - Phone (M): +91-9560742151
  - Email: [Shoiabpathan99@gmail.com](mailto:Shoiabpathan99@gmail.com)
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