

## **CURRICULUM VITAE**

**MIRZA MOHAMMED BAIG**

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Fateh Darwaza, Bahadurpura,

Hyderabad, Telangana, India.

### **CAREER OBJECTIVE:**

**“To be a part of an organization that will provide a platform to utilize my skills to the fullest and develop products of high quality where learning is continuous process”**

### **EDUCATIONAL QUALIFICATION:**

- MBA (Finance) from IMS PG center, Osmania University, Hyderabad.(2012)
- B.com from S.D.Signodia College of Arts &Commerce, Osmania University, Hyderabad.(2010)
- Intermediate (CEC)from Narayana junior college, Hyderabad.(2006)
- S.S.C 10<sup>th</sup> Board Exam from Standard high School, Hyderabad.(2004)

### **TECHNICAL QUALIFICATION:**

- Computer Hardware, MS office, Internet skills.
- Certification course in Computer Accounting Package (Tally ERP 9).(2013)
- Certification course in selling skills from ICICI Academy for skills.(2014)

### **EXPERTISE:**

- Sales and Marketing & Business Development.
- Have excellent verbal and written communication skills and a high level attention to detail.
- Developing new clients and negotiating with them for securing profitable business.
- Forecasting sales targets and executing them in a given time frame thus enhancing client.
- Maintaining in depth product knowledge with an understanding of each product
- Building a solid platform (pipe line) for future achievements of targets and key objectives.

**WORKING EXPERIENCE:**

- **Worked in AAKASH Educational Services Limited as an Admission Officer in Sales and Marketing Department from February 2020 to June 2020.(4 months)**
- **Worked in OYO Rooms Pvt Ltd (Formerly Oravel stays Pvt Ltd) as a Demand Manager(Corporate Sales Executive) from August 2017 to December 2019.(1year 5months)**
- **Worked in ACT (ATRIA CONVERGENCE TECHNOLOGIES PVT LTD) as a SALES EXECUTIVE from December 2014 to June 2017(2years.7months)**
- **Worked in Kouchan Convergence Technologies Pvt Ltd (TATASKY LTD) as a DIRECT SALES EXECUTIVE from January 2013 to December 2014.(2years)**

**CURRENT CTC: Rs. 4, 44,324. P.A.**

**KEY RESPONSIBILITIES:**

- Generating database from schools and other sources.
- Meeting with Principals, Coordinators and Management Personnel of schools for business generation.
- Executing various marketing activities within assigned region.
- Conducting seminars in schools, Open seminars in town, Residential Apartments(Town ships)
- Converting leads into admissions.
- Interaction with Students and Parents on Routine Basis.
- Liaison with local tuition teachers to add business.

**STRENGTHS:**

- Self-motivated.
- Good analytical and problem solving skills.
- Passionate about my work.
- Quick learner.

**INTERESTS:**

Playing outdoor games, watching English news channels and movies.

**LANGUAGES KNOWN:** English, Hindi, Telugu and Urdu.

**PERSONAL PROFILE:**

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|-------------------|---|---|
| NAME              | : | MIRZA MOHAMMED BAIG   |
| FATHER'S NAME     | : | MIRZA RAHMAT ULLAH BAIG   |
| GENDER            | : | Male  |
| DATE OF BIRTH     | : | 04-01-1989  |
| NATIONALITY       | : | Indian  |
| RELIGION          | : | Islam   |
| PERMANENT ADDRESS | : | H.No:- 19-2-610/B/3/1, Fateh Darwaza,<br>Bahadurpura, Hyderabad.TELANGANA.500064. |

I hereby affirm that the above information is true to the best of my knowledge.

Date:

**(MIRZA MOHAMMED BAIG)**