

CURRICULUM VITAE

Mohit Singhal

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Professional Summary

Dynamic and results-oriented Real Estate Sales Professional with 1 years of experience in residential and commercial real estate and Over 7 Years Of experience as a civil engineer. Proven track record in achieving sales targets, building strong client relationships, and providing exceptional customer service. Adept at market analysis, property evaluation, and negotiations. Highly skilled in leveraging digital marketing tools and social media to enhance property visibility and drive sales.

Key Skills

- Real Estate Sales & Marketing
 - Client Relationship Management
 - Market Analysis & Property Evaluation
 - Negotiation & Closing Deals
 - Digital Marketing & Social Media
 - Contract Preparation & Compliance
 - Customer Service Excellence
 - Team Collaboration & Leadership
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Professional Experience

Senior Relationship Manager

New Keys Housing Xpert, [Noida Uttar Pradesh]
[July 2023] – Present

- Successfully closed over 6 residential and commercial property sales, generating total revenue of 16 Lakhs.
- Conduct comprehensive market analysis to determine competitive pricing and marketing strategies.
- Develop and execute innovative marketing campaigns, utilizing social media and online platforms, resulting to increase in property inquiries.
- Provide expert guidance to clients throughout the buying and selling process, ensuring a seamless and positive experience.

- Negotiate favourable terms and conditions, achieving 100% above the asking price on average.
- Mentor and train junior agents, fostering a collaborative and high-performing team environment.

CRM Manager

Jenika Ventures LLP, [Noida, Uttar Pradesh]

December 2021 – May 2023

- Handling all backend responsibility after sales.
- Manage Leads on Lead Management software.
- Manage all documents in office.

Civil Engineer

Delhi NCR

June 2023 – June-2020

- Manage all site execution work on site.
- Dealing With clients, consultants and contractors.
- Calculation of quantities as per GFC Drawing.
- Preparing daily, weekly, Monthly programs.
- Talking care of safety measures.

Education**Civil Engineering**

BTE UP, Allahabad, Uttar Pradesh

June 2011 – June 2013

Technical Skills

- Customer Relationship Management (CRM) Software
- Microsoft Office Suite (Word, Excel, PowerPoint)
- Google Workspace (Docs, Sheets, Slides)
- Social Media Platforms (Facebook, Instagram, LinkedIn)

Signature.....

Date.....