**MAHESH DOMBE**

**Flat No. 9, Rahu Apartments,**

**Behind Mataji Super Market, Near Anandnagar,**

**Off Sinhagad Road, Pune: 411 051.**

**Contact: 072760 61817**

**E-mail: maheshdombe@rediffmail.com**

**SUMMERY** : **B. COM.**

**15+ Years Experience**

**Experience : Presently working as a Sr. Sales Executive with**

**Organization : Retail Concepts, Pune**

**Period : 26th April 2014 to till date**

* + - * **Selling hi end flats starts from Rs. 2.75 Crs and above**
      * To handle front office
      * To explain the Entire Project, Site Map and internal Specifications of Flat, future proposed and sanctioned developments in that particular area by developer and the government authorities to all telephonic as well as walk in enquiries and convert them as Flat Purchaser For Chordia Group Of Construction

**Experience**  : **Executive Home Loans**

**Organization** : **HBL Global Pvt. Ltd. (At Pune)**

**Period** : **2nd May 2005 to June 2007**

**Profile** :

* + - * To explain the Home Loan Product to all enquiries and convert them as Home Loan Client for **HDFC LTD**.
      * To visit leading builders, corporate to get good enquiries.
      * Regular follow up for all enquiries, clients to get more references to grow relation and business too.

**Experience** : **Jindal Mittal Group of Constructions**

**Period** : **14th March 2000 to 13th March 2005**

**Role** : **Sales Manager and Customer Relation Officer**

**Profile** :

* + - * To handle front office
      * To explain the Entire Project, Site Map and internal Specifications of Flat, future proposed and sanctioned developments in that particular area by developer and the government authorities to all telephonic as well as walk in enquiries and convert them as Flat Purchaser For Jindal Mittal Group Of Construction
      * Co-ordinate with all leading banks for project approval and Prepare & complete Agreement to Sale, N.O.C. for banks other required documents.
      * To guide the flat Purchaser for home loan proposal as per their requirement and Work profile.
      * Time to time recovery of payments from purchasers and bank as per construction stage.
      * Satisfy all purchasers at every turning point of constructions and development till the time of key handling and after that too.
      * Always in a touch of existing clients and the only enquirer, passed them all good wish at the time of their special days lick birthdays and anniversaries etc.
      * Built the Brand Image through news paper advertisements and mainly through satisfied purchasers and other possible ways.

**Experience** : **Venus Traders**

**Period** : June 1997 to February 2000

**Role** : Marketing Cum Recovery Executive

**Profile** : Marketing for Computer consumables and recovery of payments.

**Experience** : **Hotel Ranjeet**

**Period** : January 1997 to June 1997

**Profile** : Cashier

**Experience** : **Rallies India Ltd**

**Period** : May 1996 to December 1996

**Profile** : Clerk cum Stock Keeper for Seeds Department.

**Experience** : **DSA Enterprises**

**Period** : March 1995 to April 1996

**Profile** : Supervisor on BSNL’s Subscriber Fitting Work

**Educational Qualification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Exam Passed** | **Year** | **Board/ University** | **Mark %** |
| **B.Com.** | **1997** | **Pune University** | **54.00** |
| **HSC** | **1994** | **Pune Board** | **67.00** |
| **SSC** | **1990** | **Pune Board** | **54.42** |

**Other Skills, Qualification and Extra Curricular**:

* + - * Completed Diploma Course in **“Art & Techniques of Ayurvedic Massage”** from **Tilak Maharastra Vidyapeeth** (Deemed University), Pune in 2000-2001 And have a experience as a Aurvedic Massage Therapist with Aurvedic Doctors (Part Time from 2001 to 2006) and As a Free Lance Massage Therapist 2006 to Till Date
      * Completed **Diploma Course in Gemology** from JRVGTI (Deccan Education Society, F. C. Road, Pune 1997
      * Completed **“C” Certificate** from **3rd MAH NAVAL UNIT N.C.C. PUNE** in 1996-1997
      * Computer Awareness: M. S. Office, Word, Exell, Etc

**Permanent Address**  :

* + - * + Flat No 09, 2nd Floor, RAHU Apts, S.No 14,Vadgaon Bk, Off Sinhagad Road, Anand Nagar, Pune 411 051.
        + Contact: **072760 61817.**

**Birth Date** : **21st February 1975.**

**Languages Known** : Marathi, English, Hindi

**Marital Status** : Married and living with wife and two children.

**Hobbies** : Listening Classical Music, old Hindi songs, Reading

**Thanking you,**

**Yours truly,**

**Mahesh Dombe**