**Jitesh S. Ghadge**

**Email:** [jiteshghadge1406@gmail.com](mailto:jiteshghadge1406@gmail.com) ~ **Phone**: +91 8600890740

Work under the learning environment to adapt and grow as a professional along with the organization and utilize the opportunities to perform and prove self worth.

**CAREER CONSPECTUS**

Professional more than 2 year experience in Analysis of the company’s sales and Intake movement, supporting the sales team with the clarity of their targets and business achievements. **MBA/PGDM** from MITSOB Pune. Consistent and credible individual to be recognized in the areas of performance, task achievement and customer satisfaction. Endowed with fresh thoughts, innovative ideas and robust enthusiasm to work in the corporate world. Strong time management & problem solving skills. **Presently associated with Eaton Technologies Pvt Ltd as Associate Market Analyst.**

**EMPLOYMENT RECORD**

1. **Eaton Technologies Pvt. Ltd as Associate Market Analyst since Aug,12.**

**Eaton Corporation** is a diversified power management company with more than 100 years of experience providing energy-efficient solutions that help our customers effectively manage electrical, hydraulic and mechanical power. Eaton is a global technology leader in electrical components and systems for power quality, distribution and control; hydraulics components, systems and services for industrial and mobile equipment; aerospace fuel, hydraulic and pneumatic systems for commercial and military use; and truck and automotive drive train and power train systems for performance, fuel economy and safety. Eaton has approximately 102,000 employees and sells products to customers in more than 175 countries.

**SKILL SET**

* Work in a collaborative manner with the Aerospace CS - Analytical team
* Hands on with Marketing Management and Business Development concepts and practices.
* Provide timely, relevant and accurate sales/ Intake analysis of the division's performance thereby facilitating decision making for the business.
* Create and present the numerical data in the simple yet effective presentable format for clear and better understanding of the receivers.
* Work with our OEM customers on managing their schedules effectively and accurately.
* Responsible to generate and provide timely Shipment and Open order reports for our selected customer base.
* Coordinate with the Site sales support team and supporting their customer support activities.
* Handle Ad hock project and report requests with and for the onshore sales team for the ease of better business understandings of the current scenarios.
* Work in collaboration with the team and handle Ad hock project and report requests.
* Hands on with day to day computer operations (Ms Excel – Pivot Tables, V-Lookup, H-Lookup/ Ms Word, Ms Power Point, ERP System, Data warehouse)

**SUMMARY**

* Strategic reports making for sales and intake
* Customer Relation
* E-mail Communications
* Customer schedule management
* Maintaining the TAT and accuracy
* Proficiency on Windows-based PC
* Working on the Ad hock customer requests.

1. **HDFC Life as Agency Support Officer from Dec 2008 – Sept 2009**

**HDFC Life** is one of India's leading private life insurance companies, offers a range of individual and group insurance solutions. It is a joint venture between Housing Development Finance Corporation Limited (HDFC), India's leading housing finance institution and Standard Life plc, the leading provider of financial services in the United Kingdom. HDFC Life continues to have one of the widest reaches among new insurance companies with about 500 branches in India touching customers in over 900 cities and towns.

**SKILL SET**

* To follow the IRDA licensing regulations and complete the process within the expected time cycle.
* Coordinate between sales team and the backend team via e-mails and telephones and make sure that each process is completed within the expected TAT.
* Document the forms, file them and send the rest part of the forms to the scanning department (ensure the turn around time is followed)
* Maintain the co-ordination with the sales managers to ensure that their candidates are updated for the tests and timely completion of their training.

**SUMMARY**

* Direct customer Interaction
* Telephonic and E-Mail communication
* Maintain the TAT
* Multi Tasking
* Support the sales team to ensure the timely submittals

**PROJECT**

**The Alliance for US India Business (AUSIB)** is leading non-profit trade association that offers a pathway to help your business succeed in the US and India. Founded in 2004, AUSIB continues to be instrumental in building the bridges of business and educational cooperation between the two countries. AUSIB seeks to augment investment flows and trade between the US and India and open new channels of communication between business and government leaders. AUSIB steers the wheel to accelerate every stage of the new ventures - starting from how to set up business ranging to looking for business partners/business partnerships.

**Worked as a Researcher and Writer for the Life Science Sector: Aug 2010 – Dec 2011**

* Research the information from internet and write the reports in your own words (so that the data won’t get copied directly from the internet)
* Work on secondary research to help the industry sector get the insight of the markets and performances.
* Write the detailed industry report which will help the industries from UAS to establish in India and vise versa.
* Follow the template and make the reports accordingly.
* To be highly alert and accurate regarding the source of information and content
* Maintain the timely submittal promises made.

**SCHOLASTICS**

**PGDM**

MIT School of Business Pune, Maharashtra.

Secured First Division

**Bachelor of Management Studies**

Patkar College, Mumbai University;

Secured First Division

**PERSONAL DETAILS**

Date of Birth : 14th June, 1987

Permanent Address : ‘A’ wing, Flat No. 12, Sai Sadan Bldg., Sai Baba Complex, Goregaon-

East, Mumbai - 400063

Languages Known : English, Hindi and Marathi