

## RESUME

### DEEPAK VERMA

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Current Address - Friends Colony, Musheerabad

Hyderabad-500020

Mobile – 9701520504

Linked-in Profile: <http://www.linkedin.com/in/deepakuniqueu>

### PROFILE

A highly competent and result-oriented PGDM Business Development Associate with more than 7.5 years of experience with expertise in the field of Business Development Management proficient in handling “Key Account Management”, “Client Acquisition”, “Business Networking” Planning and management of “New Business Development”, “Client Management”, demonstrated ability to manage multiple tasks in a rapidly changing environment; ethical, loyal and maintain a high degree of confidentiality.

### CAREER OBJECTIVE

The skill and knowledge, which provides opportunities for personal and professional development as well as to contribute to the organizations effectiveness in order to take the company to the top level where ever I work.

### PERSONAL SKILLS

- ✓ Excellent verbal and written communication.
- ✓ Dealing with the people effectively.
- ✓ Team facilitator and smart worker.

### STRENGTH

- ✓ Confidence, Self-motivator
- ✓ Team work, Positive attitude

### AREA OF INTEREST

- ✓ Reading, Sports, Traveling, Net Surfing.

### ACADEMIC QUALIFICATION:

Course Taken	Year	Specialization
PGDM[Vishwa Vishwani Institute of Systems & Management, Hyderabad]	2010	Marketing and Finance (Duel)
B.Com (Giridih College Giridih)	2006	Accounts (Hons)
12 <sup>th</sup> (Giridih College Giridih)	2002	Commerce
10 <sup>th</sup> (DAV Public School)	2000	-

### PRESENT STATUS

➤ Currently working with Mintopps Pvt. Ltd. ([www .mintopps.com](http://www.mintopps.com)) at Hyderabad from May,2018 to till date.

- ✓ Handle business development efforts for B2B sales environment.
- ✓ Handling Key accounts to grow and generate revenue.
- ✓ Manage and grow connections with clients.
- ✓ Form and execute business strategies and contribute to the growth of Company
- ✓ Manage existing relationships and clients
- ✓ Drive revenue from company Services (Recruitment, Corporate Training & Digital Marketing)

➤ Worked with AVVAS Infotech Pvt. Ltd. ( [www .avvasinfotech.com](http://www.avvasinfotech.com)) at Hyderabad from

Jan,2017 to April,2018.

Designation: Asst. Manager –Business Development

#### **ROLE:**

- ✓ Multi-dimensional position, encompassing overall responsibility for recruitment across all levels and all verticals.
- ✓ Forecasting for the financial year.
- ✓ Participate with the Leadership Team to establish strategic plans and objectives.
- ✓ Analyzing and improving the business mix to optimize efficiency.
- ✓ Requirement analysis & consolidation with Leads/Clients.
- ✓ Achieving the budgeted revenue targets.
- ✓ Key Account Management/ Account Mining.
- ✓ Client and candidate escalation handling.
- ✓ Preparing weekly, monthly and quarterly reports for Management review
- ✓ Task allocation, Work Flow monitoring and active mentoring of team members to ensure their individual targets are met and thus meet / exceed the branch target.

#### **EXPERIENCE**

➤ Worked with 2COMS Consulting Pvt. Ltd. ([www.2coms.com](http://www.2coms.com)) at Hyderabad from June,2014 to Dec,2016.

Designation: Asst. Manager –Business Development

- ✓ Targeting and developing new business opportunities by selling web based recruitment, Staffing, RPO & Training etc solutions to enterprise & key accounts in PAN India locations.
- ✓ Retaining existing clients & trying to upgrade them by cross selling.
- ✓ Strategy preparation and implementation with support from management.
- ✓ Team handling, monitoring and motivating to achieve assigned targets.
- ✓ Assigning work to team and make sure that team gives 100 % commitment towards the same.
- ✓ Responsible for individual & team target achievement in terms of accounts and revenue.
- ✓ Maintaining database of the clients and updating it on timely basis

- ✓ Overall Business Development activities for gathering business opportunities in diverse industries and generating revenue for company.
  - ✓ I am heading the Business Development department and was directly reporting to the CEO of the company.
  - ✓ Maintain Regular contacts with Corporate, employers and consultants.
  - ✓ Acquire Permanent, Contract-Staffing Orders from Vendors/Clients and follow Various Strategies to fill them.
  - ✓ Business Development through Cold Calling, Email Campaigns, Internet searches, Social networking, Client meetings etc.
  - ✓ Interacting with the Hiring managers and senior HR professionals for better clarity of the positions and for more requirements.
  - ✓ Qualifying consultants before submitting to the client or Vendor.
  - ✓ Handling post interview aspects such as follow-up with the client for interview feedback, Po's, Contract's & Payment.
  - ✓ Responsible for the both Service Delivery process and Quality of the services.
  - ✓ Maintaining Daily, weekly and Monthly reports
  - ✓ Handling 10 member's team of lead & recruiters.
  - ✓ Functional abilities in handling Sugar CRM.
  - ✓ A keen communicator with the ability to relate to people across all hierarchical levels in the organization.
- Worked with Numeric Technology Pvt. Ltd. ([www.ntc-in.com](http://www.ntc-in.com)) at Hyderabad from Aug,2011 to May,2014.

Designation: Sr. Executive –Business Development

**ROLE:**

- ✓ Making cold calls
- ✓ Pitching with new prospects
- ✓ Generating leads, getting new clients and requirements for staffing services
- ✓ Vendor Management – identification, tie-up & coordination
- ✓ Client Servicing
- ✓ Maintain good rapport with the clients and the Candidates to enhance new business opportunities.
- ✓ Research on target company details and various other information from Internet, personal References and Social Network.
- ✓ Acting as a medium of communication between Company and Client
- ✓ Coordination with the delivery team.
- ✓ Coordination with the Client Service team.
- ✓ CRM Maintenance and Reports.
- ✓ Coordination with the Higher Management.
- ✓ Follow up the clients for feedback.
- ✓ Team handling, training and development.

- ✓ Raising invoices and payment collections.
  - ✓ Participating in conferences, job fair etc.
  - ✓ Presentation, proposal, negotiation & closing the deal.
  - ✓ Marketing & brand building exercise in the local market.
  - ✓ Regular client visit for Presentation and penetration on our Services.
- Worked with AEGIS IT Solutions (I) Pvt. Ltd. ([www.aegisitsolutions.org](http://www.aegisitsolutions.org)) at Hyderabad from Aug. 2010 to Aug 2011.

Designation: Client Relation Executive

**ROLE:**

- ✓ New Client Acquisition through calling and getting appointment with new company.
  - ✓ Maintaining good relationship with old client to enhance new business opportunities.
- Worked in Four Season Holidays (<http://www.holidayzzzz.com/>) as a Management Trainee for 6 months from Feb. 2010 to July 2010.

Designation: Management Trainee

**ROLE:**

- ✓ Generating business for company by achieving sales targets every month both Direct and indirect sales.
- ✓ Identification of new market and bringing them under coverage Network.

**PERSONAL DETAIL**

Date of Birth : 10th August 1984

Phone : 09701520504

Father's Name : Koshlesh Verma

Mother's Name : Kaushalya Devi

Languages : English, Hindi

Nationality : Indian

Permanent Address: 147, Near Rest House, Beniadih, Dist-Giridih, Jharkhand-815311

**DECLARATION:**

The information's given above are true to the best of my knowledge and belief.

**[Hyderabad]**

**[Deepak Verma]**

