

# Darshan Chhabra

L-23G SHEIKH SARAI PHASE 2  
New Delhi, Delhi, 110017  
+91-8076494753  
darshansharma247@gmail.com

## Summary

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible **career** opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## Education

**Delhi University,**  
Bachelor's of Arts

Graduated - July 2014

**Govt Girls Senior Secondary School,**  
CBSE Board

Graduated - May 2007

**Govt Girls Senior Secondary School, Delhi, Delhi**  
CBSE BOARD

Graduated - June 2005

## Employment History

**Sulekha.Com New Media Pvt Ltd,** Noida, Uttar Pradesh  
*Senior Associate*

July 2018 – May  
2020

### JOB PROFILE

- Achieving Sales Target by Generating leads for the Marketing Executives .
- Managing the day to day relationship with the Clients.
- Contacting potential or existing customers to inform them about a product or service using scripts. Cross-selling.
- Asking questions to understand customer requirements and close sales
- Push for achieving sales to the Outbound Calls
- Update the daily Tracker of leads closed correspondent to leads generated

**People Interactive Pvt Ltd. (shaadi.com),** Delhi, Delhi  
*Senior Associate*

December 2015 - July 2018

### JOB PROFILE

- Making outbound calls to Shaadi.com free registered members and selling them paid memberships.
- Following the defined sales process to convert Enquiries into members.
- Handling telephonic and Walk-in Enquiries at the centre.
- Following-up with Enquiries not converted
- Meeting Sales and conversion Targets

**Corporate Adworld Pvt. Ltd.,** Delhi, Delhi

*Senior Executive*

October 2014 - November 2015

### **JOB PROFILE**

- Contact Potential or Existing Customers to Inform Them About a Product or Service.
- Analyse the Customer Requirements and Close Sales by sending direct Proposal to the clients.
- Update Customer Information in the Database.
- Take and Process Orders in An Accurate Manner.
- Handle Grievances to Preserve the Company's Reputation

**Weblink.In Pvt. Ltd.,** New Delhi, Delhi

*Executive*

August 2012 - April 2014

### **Job Profile**

- Making outbound calls and receiving inbound calls from existing clients, explain product and services for generating appointments for business development team
- Telesales/Out bound calling to members.
- Resolving customer queries regarding company's product.
- Acting like a consultant to the client and offering them recommended services and solutions.

## **Hobbies & Interests**

My Hobbies Include Art Work, Cooking, Listening to Music

## **Professional Skills**

Diploma in Nursery Teacher Training from  
S.C.E.R.T from 2009-2011

## **Languages**

English, Hindi