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| **Objectives**  A highly competent and self-motivated individual having diversified exposure and knowledge in the field of education sector, counselling, visa processing and other key aspects of overseas education.  Firmly believe in team work with entrepreneurial skills to fulfil desired results. With a strong motive to work within the ethics and compliance in market intelligence and analytics, thus making substantial changes in an organization.   |  |  |  | | --- | --- | --- | | Core Competency | Technical Competency | Domain Competency | | Leadership | Intelligence of sector | Mentorship | | Logical | Financial tools | Test / Interview Preparation | | Ethics | Counselling | University coordination | | Decision making | Advance excel & PowerPoint | Visa Application |   **Experience**  **Business Development Manager – Oct 2015 – January 17**  **LongView Technologies (Delhi, India)**   * Connecting with students for their overseas education profile, conducting base interview, understanding in-depth skills and key interest of students * Mentorship of students, regarding ILTS, Toefl test * Connecting with the universities and embassy for processing of application * Shortlisting the students profile in the coordination with University guidelines * Managing the **pan India agents** and working in coordination * Making students understand the admission process and thus making them ready for their first step. * **Indian representative of Concordia University, USA** * **Bringing new businesses for the company through agents** |

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| **Indo European Education Consultant**  **Senior Education Counsellor & Visa officer (Associates & Branch)**  **January 17 – October 19**   * Guiding the students about the colleges, universities, (European countries), for pursuance of course. * Provided the guidance about the scope, the major student hubs, etc. * Suggested alternatives to students who fail to get selected in the university/course of their choice. * Successfully Prepare For Competitive Exams And Make Your Application Stand Out * Bringing new business for the company through agents   **Achievements as Visa officer**   * Travelling with International university delegates for fair, making them understand the dynamics of overseas education scope * Woking on special projects with international delegates * Working with the embassy and coordinating with the overhaul visa process and making files and submission of files * Working directly with head officer of VFS in the submission of documents * Preparing students for the comprehensive visa process including interview   **Key Achievements**   * **Indian representative of Concordia University, USA** * Bringing authentic agents and business to the organization * Coordination and making students prepare for ILTS and Toefl * Travelled with International delegates to various parts and offices of India and making them understand and working in the coordination * Direct working with Universities and embassies * Heading the division of Visa * Working in person with students and removing key hurdles of students process * Awarded for ‘Education for All’ project by providing elementary education to required ones in our neighbourhood by the school. * Having end to end discussion with client to understand the scope of work and also from the other offices of the organization.   **Skills/Abilities**   * Work with entrepreneur ethics and creativity. * Work with sincerity and honestly within the ethics and procedures of an organization. * Financial skills and intelligence skills and methodologies to derive business. * Understand the interest of a students and ways to enhance it by the means of counselling * Complete understanding legal insights of acts, rules framed by the government of the day for the sector.   **Education**  **(10+2) from Army Public School (2008)**   * Aggregate Percentage (12th)- 82% * Aggregate Percentage (10th)- 78%   **B.SC Mass communication and journalism from PTU, Marwah Studios, Noida (2011)**  **Diploma in Cinema, Marwah Studios (2011**  **MBA (Marketing & HR) from PTU (2015)**  **Personal Information**   * Marital Status : Married * D.O.B : 5th July 1990 |