



Mr. ChandraKumar.S

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Personal statement

As experienced Sales, my tenacious and proactive approach resulted in numerous important contract wins. My excellent networking skills have provided my team with vital client leads, and my ability to develop customer relationships is more effective to increase a number of the customer visiting the store

Carrier Summary.

To secure a suitable position in Marketing Management, where I can utilize skills and experiences to make positive contribution to my employer and enhance my skills.

Key Skills

- Developing integrated marketing campaigns.
- Excellent follow-up skills.
- Knowledge of modern sales methodologies.
- Encourage and motivate others.

Employment History

ARMC-IVF-ORION FMC Hospital Kollam Kerala.

(2018 – 2020) as Business Promotion Executive.

Achievements and responsibilities:

- Visit the the doctors and detailing the most advanced IVF Facilities in ARMC.
- Acquired referrals and related contact information.
- Created weekly and monthly reports and presentations.
- Set Monthly plan, Routing Report and submit to Manager in period time
- Responsible for creating brochures and posting information on the service and facility of the hospital in the website.
- Handle task of developing and managing marketing Plans.
- Create social media marketing strategy and campaign.

Aramex Operation/Front Office executive in Etisalat T&A Office Abu Dhabi UAE
(September, 2013 – January 2018)

Achievements and responsibilities:

- Answering and directing calls to concerned staff members.
- Sorting incoming and outgoing mails and forwarding them as appropriate.
- Handling daily petty cash, negotiation with vendors, and administration duties.
- Ordering and monitoring office supplies and equipment.
- Coordinating with the repair and maintenance department.

MTS Telecom Co- India, Sales Executive
(March 2012 – April 2013)

Achievements and responsibilities:

- Established quarterly sales goals and evaluated new products
- Implemented customer service procedures to increase customer satisfaction
- Prepared quarterly marketing reports and forecasts
- Developed strategies to increase sales of tech products
- To respond quickly and efficiently to all incoming sales enquiries.

National Service for Transport & leasing Co. - Sultanate of Oman
(September 2009 – December 2011) as **Administrative Assistant**

Achievements and responsibilities:

- Provided administrative support duties such as phone handling, e-mail filtering, appointment setting and calendar management.
- Prepared basic legal documents and correspondence.
- Located and developed information that is relevant to the case.
- Handled communication with clients, witness and associates.
- Organizing travel by booking accommodations and reservations needs as required.

Mohsin Bin Saleh Hareez Khawar Trading East - Sultanate of Oman
(May 2007 – August 2009) as **Store Keeper**

Achievements and responsibilities:

- To exercise general control over all activities in Stores Department.
- To ensure safe keeping both as to quality and quantity of Materials.
- To maintain proper records.
- Find, sort, or move goods between different parts of the business.
- Material planning and preparing the purchase requisition.

Education

TKM Collage of Arts & Science, India

(June 1999 – March 2002)

- Bachelor of Degree in Bsc Chemistry

Computer Skills

- MS Office (Excel, Word, PowerPoint & Outlook)

Personal Data

Date of Birth	:	May 17, 1982
Sex	:	Male
Civil Status	:	Married
Citizenship	:	India
Passport No	:	L9521398
Passport Expiry	:	24-05-2024
Languages	:	English, Hindi, Malayalam.
Permanent Address	:	Sasibhavan, Sree Krishna Nagar-137 Asramam Po, Kollam Kerala, India.

Declaration

I hereby certify that the above mentioned information is true and correct to the best of my knowledge and belief.

Chandrakumar.s