Dubai 💡

To obtain a position in customer service where I can use my organizational and communication skills to resolve customer issues and foster a positive relationship between the customers and the company.

WORK EXPERIENCE

Sales associate/Education consultant toppr.com

03/2018 - 09/2018

Kochi, Kerala

Personalised Digital learning platform for students.

Tasks

- Generate revenue by counseling prospects and converting them into sales.
- Making 60+ cold calls and fix two demos with duties including signing up new customers, retrieving customer data, presenting relevant product information.
- Handle counselling sessions in the client's home and workplace when required.
- Take and process orders in an accurate manner.
- To be a single point of interface for all customers until conversion.
- Work with customers to determine their needs and then recommend the right product to solve the customer's problem.
- Coordinate with respective team for the product services.
- Handle queries, objections and price negotiation.

AssociateUAE Exchange

Achievements/Tasks

11/2018 - Present

Dubai

- Responsible for Banknotes inventory, Risk, and Cash management [Forecasts, monitors and tracks cash flow].
- Coordinate the entire process on Cash management operation and provide full-fledged customer services.
- First point of contact to customers, attending queries and providing solutions.
- Supporting our accounting department with daily reconciliations and monthly audit.
- Maintains and runs stock reports of the division
- Identifying and dealing of discrepancies in currencies.

EDUCATION

MBA [Marketing & International Business]
Bhavan's Royal Institute[CUSAT]

06/2016 - 04/2018

kochi, kerala.

BCA

Chinmaya Institute of Management

07/2013 - 06/2016

thrissur, kerala

SKILLS

IT Organised

Customer service

Sales

MS-office

ACHIEVEMENTS

Director community service of Rotaract club (07/2016 - 04/2018)

Organized Management Fest college (07/2017 - 09/2017)

Gold medal in District Karate championship

LANGUAGES

English

Full Professional Proficiency

Hindi

Professional Working Proficiency

Malaylam

IT

Native or Bilingual Proficiency

INTERESTS

Customer service

Sales

Automotive

Operations