

NAVEED AHMAD WANI
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Career Objective

To garner relevant management experiences and be a formidable force in the development of the organization, harness a strong track record of building business volumes and growing profitability in a reputed Organization.

Academic Qualification

- MBA (Marketing and Human Resource)
- BBA (Bachelors of Business Administration)

Professional Experience:

Sales Associate at HDFC Bank-INDIA

Jan2021-Oct2021

- Meeting new potential Retail/SME clients for marketing and selling of Bank's products like Retail/Corporate Credit Cards & Loans.
- Deepening of relationship with existing clients via cross-selling.
- Approaching potential clients with the aim of winning new business as well as maintaining good relationships.
- Researching the market and related products, competition benchmarking.
- Presenting the product or service in a structured professional way face to face.
- Listening to customer requirements and presenting appropriately to make a sale.
- Maintaining and developing relationships with existing clients in person, via telephone calls and emails.
- Cold calling to arrange meetings with potential customers for new business generation.

Customer Relations Executive in Shifa Hospital India

March-2020 to November-2020.

🎬 Follow the New Patient Experience in order to make a positive first impression with patients both by phone and in-person.

- 🎬 Handle and/or direct patient questions and complaints; know when to escalate and forward to the Office Leader.
- 🎬 Coordinate patient scheduling and flow throughout the day by providing accurate route sheets and pulling files of scheduled patients.

Additional Qualification:

1 Year Diploma in Computer Application, Tally ERP9 with GST

Internship in J&K Bank India

1 Year in Customer Services and Satisfaction in the third-party Product

Computer Skills: MS Excel, MS Word, Power Point

Strengths

- Highly motivated, Result oriented.
- Curious to explore and learn new things.
- Good Communication skills and Optimistic approach during difficult situations.
- Adaptable to new environments.

Personal Profile

Name: Naveed Ahmad Wani

D.O.B: 01-10-1996

Languages Known: English, Urdu & Kashmiri

Permanent Address: India

Passport Details: M3420608 valid till 30-Nov-2024

Place:

Date: Naveed Ahmad Wani

