



**MR.ANUAPM SHARMA**

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## **Objective**

To pursue a highly rewarding career, seeking for a job in challenging and healthy work environment where I can utilize my skills, knowledge and experience efficiently for organizational growth & success in the Industry.

## **Career Summary**

1 Year & 6 Month of experience in BPO Industry in Hard Core (Voice) Sales Process with B2B & B2C clients & 4 Years & 7 Months of experience in Real Estate Industry in Residential & Commercial Sales.

## **Roles and Responsibilities**

Interactions with new clients to promote the company product services. Handling of the task and verifying the legal descriptions and Searching public records and assessing to make it better. Responsible to manage Sales Team, Client handling, assigning duties, providing product training to the team and supervising all the activities and Closing the Sales to achieve the Organization Goal & meeting up the targets on time.

## **BPO - Work Experience (1 Year & 6 Months)**

### **CEREVA GLOBAL SERVICES PVT. LTD.**

A-17, Sector-58, Noida, (U.P.)

From: October 2011 to April 2012

### **NXG SOLUTIOS**

C-26, 1<sup>st</sup> Floor, Sector-65, Noida, (U.P.)

From: May 2012 to June 2013

## **Real Estate - Work Experience** (4 Years & 7 Months)

### **Airwil Infra Ltd.**

B-67, Plot 21, 22, Central Auto Market, Block-B, Sector-16, Noida, (U.P.)

From: July 2015 to August 2018.

### **DCC Group**

DCC Corporate House, No. 20, 2<sup>nd</sup> Floor, MDDA Complex, Clock Tower, Dehradun (U.K.)

From: November 2019 to Present.

## **Key Skills and Strengths**

Excellent command on Language

Good creative thinking skills

Good accuracy and attention to details

## **Academic Qualification**

Class 12th : NIOS (Year - 2006)

Class 10th : CBSE (Year - 2002)

## **Computer Skills**

Excellent knowledge of Microsoft office, Microsoft Word, Microsoft Excel, Power point, Data Entry & Typing.

## **Personal Details**

Date of Birth: 7th of December 1987

Father Name: Late Sh. K.C. Sharma

Languages Known: English, Hindi

Nationality: Indian

Marital Status: Un-married

**Date:**

**Place:**