



Nur Bikram Khadka

Date of birth: 16/08/1983 | **Nationality:** Nepalese | **Gender:** Male | **Phone number:**

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ABOUT ME

Accomplished, self-motivated and dedicated professional with knowledge acquired through actively identifying new areas of learning and regularly creating and taking advantage of opportunities by using those newly gained knowledge and skills on the job followed by exploring the depth of learning by diving to their applications. Generating innovative solutions in work situations, trying different and novel ways to deal with work problems and opportunities, is my style. Experienced in Business Development, Customer Development and Sales Management with a proven multitasking and prioritizing ability, I believe in lifelong learning and adapt the same to challenging work environments.

WORK EXPERIENCE

13/01/2023 – 10/12/2023 Noida, India

SR. BUSINESS DEVELOPMENT SPECIALIST LIONOBYTES LLC, PRINCETON, NEW JERSEY

B2B, Inside sales & Business Development. Generate new business and pro-actively manage specified clients to promote LionObytes products and services. Identifying their needs and advising them on the best CRM, ERP or FSM modules. Interact and provide clients with maximum information of the inventory management modules and their applications to manage their multiple warehouses. Prepare the brief for the backend team to understand the need of the client and assist them in the best way in data migration. Develop long-term plans and integrated systems to improve operational processes and organizational efficiency. End to End process. Cold calling, Contacting Via Emails/ LinkedIn, Finding Hot/Warm Leads, taking follow-ups are a day-to-day KRA.

04/05/2022 – 07/12/2022 Noida, India

LEARNING ADVISOR NETCOM LEARNING PVT LTD, NEW YORK.

Helping to build innovative learning solutions to targeted industries by structuring a smarter workforce, supporting learning changes, and driving learning growth. Help organizations achieve their business goals by offering a full complement of Managed Learning Services, including IT and business training, curriculum design and content development, learning delivery and administration, consulting and advisory services, and management of learning technology. Some of the leading technology vendors I help to provide training for: AWS, Microsoft, Adobe, Apple, Autodesk, Cisco, Citrix, CompTIA, EC Council, Hadoop Cloudera, Google, IBM, ITIL, Juniper, McAfee, NetApp, Oracle, PMI, Red Hat, Salesforce, SMART, Scrum & Agile, Six Sigma and VMware.

09/01/2021 – 05/02/2022 Noida, India

ACADEMIC CONSULTANT WHITEHAT JR. PVT LTD

To assist students, at pre & post-secondary level, in recognizing and achieving their educational goals. Advise students on the benefits of programs offered to aid them in their future journey, communicate to them and their parents about the future requirements of Coding in daily use, and assist them in career planning. Also discussed the student's academic performance and its implications and make suggestions for improvement including study advice.

14/01/2015 – 22/08/2017 Dubai, United Arab Emirates

INDEPENDENT SALES MANAGER METLIFE GULF INC

A cold calling process to Identify Prospects, Book Appointments, Meet the customer and conduct a thorough financial planning.

Responsible for selling Insurance/ Investment Plans by qualifying applicants, following leads, and soliciting business.

Understanding the needs of prospects, by doing a financial planning meet and calculate their needs and present the suitable solutions accordingly.

Selling and marketing products to new and existing clients within the geographical areas by gathering accurate and complete marketplace intelligence and identifying new ongoing market trends in the insurance industry.

Telling customers about their options and collecting and analyzing complex insurance quotes, comparing them, and then finding the suitable, according to the budgets and needs of clients.

Attending networking events, sales conferences, trade shows and all sales strategy sessions.

Developing profitable relationships with existing and new customers. Contacting and consulting with underwriters.
Hiring new agents collaborating with the higher management.
Monitor insurance claims, maintain customers' records, and oversee policy renewals.
Review and resolve customer complaints within the stipulated time.
Represent organization at meetings with businesses and trade associations and promoted company's insurance policies/products. Participated in staff meetings and discussed insurance marketing strategies promoting company's growth.
Provided excellent customer service by visiting them again for follow-up, every quarter, ensuring their satisfaction with the products sold.

08/11/2012 – 10/11/2014 Dubai, United Arab Emirates

BRANCH SUPERVISOR EMIRATES INTERNATIONAL EXCHANGE LLC

To identify sales opportunities and convert them to meet business targets, to handle counter customers and their queries, to generate sales targets, to promote personal banking i.e., Opening A/c with various banks in India, to ensure remittances, Issuing demand drafts. To Perform Corporate wire transfers to various countries. To deal bookings with the treasury for Corporate and High Value Remittances. Solving Customer queries with the best workable solutions ensuring maximum customer satisfaction. To process WPS-SIF files for the existing companies and to register new companies into our system. Salary disbursements at sites. Maintaining Branch Reports, accounts and filing relevant records, in needs. To ensure compliance to meet company AML policies. To oversee cash from all the countries available within and tally it at the end of the day.

24/06/2011 – 15/07/2012 Abudhabi, United Arab Emirates

FRONT DESK EXECUTIVE INDEX EXCHANGE LLC

Help the walk-in counter customers in their remittance requirements. To ensure compliance to meet company AML policies. Process WPS-SIF files for the existing companies and to register new companies into our system. Salary disbursements at sites

12/02/2009 – 10/03/2011 Guwahati, United Arab Emirates

RETAIL SUPERVISOR ADITYA BIRLA FASHION AND RETAIL LTD - PANTALOONS

To guide the sales team in meeting targeted sales achievement. To assist the customers in case needed. To assist the Manager in leading, directing and motivating the sales team to achieve the overall sales objectives. To assist the Management team in revising and implementing the sales strategies and plans and to assist the Sales Manager by instructing supervisors and associates in generating sales opportunities by identifying and meeting appropriate business targets. Conducting training for the new trainees.

09/08/2004 – 07/11/2005 Urlabari, Nepal

ASSISTANT TEACHER HIMALAYA BALSANSAR ENG. SECONDARY SCHOOL

With the due responsibilities as General-Science & computer-Science teacher, provided the necessary direction to the school for the betterment of the students as well. Researched and presented the evaluated reports to principal. The reports include the details of present evaluation of students and plan future ways of making them understand the course and contents of studies and programs with thorough professional development measures. Make lesson plans to make the students more interested in the topics and discuss them during the teacher's convention in the district to make the educating process.

● **EDUCATION AND TRAINING**

07/06/2006 – 05/06/2009 Guwahati, India

BACHELOR OF SCIENCE Guwahati University

Website <https://guportal.in> | Level in EQF EQF level 8

● **LANGUAGE SKILLS**

Mother tongue(s): **NEPALESE** | **HINDI**

Other language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	C2	C1	C1	C2	C1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● ORGANISATIONAL SKILLS

Areas of Expertise

Strategic Planning:

Assisting in formulating business plan for the development in consultation with top management for organizational development.

Overseeing the sales & marketing operations, thereby achieving increased sales growth. Conducting competitor analysis by keeping abreast of market trends & achieving market share metrics.

Sales & Marketing:

Managing the sales and marketing operations for promoting products and accountable for achieving business goals and increasing sales growth.

Implementing marketing strategies to build consumer preference and drive volumes.

Conducting competitor analysis by keeping abreast of market trends and competitor moves to achieve market share metrics.

To develop and maintain a comprehensive sales program targeting all levels of upper management within the customers and organization.

Customer Relationship Management:

Handling customer queries for better turnaround time and customer satisfaction. Identifying prospective clients, generating business from the existing clientele to achieve business targets.

Interacting with the clients on a regular basis & providing response to all their queries, complaints & managing all client relations.

Distributor Management:

Identifying and networking with financially strong and dependable advisors, dealers' networks, resulting in deeper market penetration and reach.

Driving sales efforts throughout sales force and distributor channels. Evaluating performance & monitoring channel sales and marketing activities.

Team Management:

Leading, Assisting, mentoring & monitoring the performance of team members to ensure process efficiency and meeting of targets.

Creating and sustaining a dynamic environment that fosters development opportunities and motivates high performance amongst Team members.

Management Assistance:

Ability to manage team and manage branch operations in needs. Ability to work as an administrator in needs.

Attending incoming calls, entertaining the queries and make outgoing calls to deliver product knowledge and ensure advertisement of facilities provided within.

To attend & respond to client's queries.

To manage the accounts of high valued and corporate customers/ clients.

To maintain customer relationship with clients of divergent backgrounds to ensure promotion of the business and the brands.

To research and prepare highly effective product knowledge attending the training programs.

Been management-driven, contribute the office to pursue clients for achieving given targets.

Truly,
Nur Bikram Khadka
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