



Sales and operations Professional based out of Delhi with 3 plus years of Dynamic and results-oriented proven track record of achieving exceptional results in highly competitive environments. Proven ability to assess organizational needs, develop strategic Sales and Operations initiatives, and deliver impact solutions that drive clients and organization development. Skilled in developing and executing targeted marketing campaigns that drive brand visibility and growth. Effective communicator with a passion for fostering a culture of continuous learning and growth within organizations.

SUMMARY OF QUALIFICATIONS

- Proven Sales Achievement: Consistently exceeded sales targets by 20% annually through strategic prospecting, relationship building, and innovative sales strategies.
- Hands-on experience with tools: Microsoft Office 360, Virtual Training Management, and the latest AI-driven tools to enhance training effectiveness
- Core expertise lies in designing and delivering effective Strategic Sales and Operation Expertise Skills.
- Proficient in Verbal and Written Communication, Presentation Skills and Strong Inter-Personal Skills.
- Worked with cross-functional teams of up to more than 10 members, fostering a collaborative environment to achieve project goals and deadlines.

WORK EXPERIENCE

Academic Counsellor – Suraasa | Empowering Teachers & Schools Worldwide.

Dec 2024- Present

- Building a thorough technical understanding of Suraasa products and help potential customers in understanding what we have to offer through effective articulation.
- Engaging with potential customers, identify their key pain points, and create personalized growth journeys for every customer to help them purchase products to meet their career objectives.
- Counsel leads on their personal growth prospects in the education industry.
- Serve as the main point of contact for assigned teacher cohort. Manage the cohort's progress, monitor teacher's performance, and ensure adherence to academic policies.
- Facilitate cohort-specific events, workshops, and activities to build community and engagement.
- Address learner's concerns or grievances and work closely with faculty or administration to resolve issues.
- Organize mentorship programs and peer collaboration initiatives within the cohort.
- Coordinate with faculty and administration to ensure smooth execution of courses and projects within the cohort.
- Monitor student attendance, assignment submissions, and overall academic performance.
- Communicate program updates, schedules, and deadlines to learner regularly.

Assistant Manager- Student Affairs, Fortune Institute of International Business, New Delhi

April 2024- August 2024

- Developed and implemented comprehensive Marketing Strategies in Extra Curricular Program to equip 500-plus students with required skillset including activities which enhance their communication, teamwork, and problem-solving abilities, resulting in a significant increase in job placement rates post-graduation.
- Managed Department of Students Affairs. Supervised and Evaluated management, operation and programs in the area of Student Activity, student success and Student Life.
- Designed, planned, and organized various experts' sessions, workshops, competitions and training program for students for students.
- Offered specific training programs to achieve Student Success objectives through different experiential pedagogies suitable and aimed for participant engagement
- Developed and tracked Student participation effectiveness at the end of the program to obtain Student Satisfaction Data.
- Provided support and assistance to Learning and Development team.

Sales and Operations Executive- Maxx Solutions Brokerage Inc. (Solv)	November 2022 – March 2024
<ul style="list-style-type: none"> Conducted Market Research and generated Lead from various Freight Platforms. B2B International Sales in freight brokerage logistic industry. Worked on cold calling and cold emailing to generate new business opportunities in US and Canada Market. Set up as a vendor/carrier with some giant brands to move their freight. Managed end to end 50 plus companies account. Designed and delivered Strategic Plans focused on generating fresh lead to the company. Successfully closed 82 companies accounts for the year 22-23 	
Sales Associate – Upgrad Abroad	August 2021 – October 2022
<ul style="list-style-type: none"> Conducted cold calling and cold emailing strategies to cultivate potential leads. Acted a mentor/Counsellor for the potential learners, Offered career advice and insights into how Upgrad Abroad can accelerate professional journey. Provided personalized coaching by charting their career trajectory and demonstrating how Upgrad can facilitate their goals on calls and video counselling sessions. Met the weekly and monthly enrollments and contributed towards the team target. Part of Top Ten Team Players of Upgrad Abroad from the month August-April. Enrolled Students for International Universities in Canada, USA, Germany and Ireland. Managed the complete life sales cycle for assigned leads, including initiating contact, conducting product demonstration, closing sales and nurturing post sales relationships. 	

EDUCATION & CERTIFICATIONS

Education	
PGDM in Marketing and HR – I Business Institute – 7.71cgpa	April 2020- March 2022
B.Com -Delhi University (sol) - 65%	June 2015-Aug 2018
Certifications	
HR Analytics	
Customer Relationship management	
Social Media Marketing	
Language	
English	Proficient
Hindi	Proficient