

VIKASH KR SAH

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EXPERIENCE

March 2023 -
October 2024

Blackboard E-Learning Pvt Ltd
Senior Admission Counsellor Remote

OBJECTIVE

Ambitious and driven professional seeking to leverage extensive experience in business development and counseling to contribute to a dynamic organization. Eager to apply strong interpersonal skills, strategic thinking, and a passion for education to drive revenue growth, enhance client relationships, and support organizational objectives in a challenging and rewarding role.

SKILLS

- Typing Speed 35-40 WPM
- Communication Skills
- Convincing Skills
- Problem Solving
- Time Management
- Leadership Quality
- Decision Making
- Analytical
- Creativity
- Public Speaking

ADDITIONAL INFORMATION

Knowing Excel Program with typing Speed between 35 to 40 WPM

INTERESTS

- Social Activities

LANGUAGE

- English
- Hindi

Counseling: Provide personalized counseling to prospective students, guiding them through the admission process to ensure a seamless experience.

Revenue Generation: Achieve monthly enrollment targets, contributing to a revenue increase of 10 times of my salary by implementing effective follow-up strategies and lead nurturing processes.

Relationship Management: Cultivate strong relationships with prospective students, parents, and educational institutions to foster trust and increase conversion rates.

Motivational Techniques: Utilize motivational interviewing techniques to encourage prospective students to pursue their educational goals, resulting in a 25% increase in enrollment conversions.

Market Analysis: Conduct market research to identify trends and tailor offerings to meet the needs of prospective students, leading to the development of targeted marketing strategies that improved lead generation by 30%.

Collaboration: Work closely with the marketing and admissions teams to develop campaigns and materials that effectively communicate the value of educational programs, enhancing brand visibility and student engagement.

Performance Tracking: Monitor and analyze performance metrics to refine counseling strategies and improve overall enrollment processes, ensuring alignment with organizational revenue goals.

**Apr 2022 - Oct
2022**

Ienergizer
Sales Executive in Tata 1mg

Engaged with customers through chat support, providing timely and informative responses to inquiries, which enhanced customer satisfaction and retention.

Successfully handled high-volume chats, resolving customer concerns and queries efficiently while maintaining a positive user experience.

Utilized effective communication and problem-solving skills to recommend products and services tailored to customer needs, resulting in a 20% increase in upsells.

Collaborated with cross-functional teams to streamline processes and improve service delivery, contributing to a 15% reduction in response time.

Achieved recognition as a top performer by consistently meeting and exceeding monthly sales targets through effective chat interactions and relationship-building strategies.

**Aug 2021 - Feb
2022**

Byju's
Business Development Associate

Career Guidance: Provided personalized counseling to help students identify suitable academic programs and career paths based on their interests and skills.

Progress Tracking: Monitored student performance and offered actionable feedback to improve their academic and personal development.

Resource Sharing: Delivered access to study materials, online tools, and strategies to enhance preparation for competitive exam.

EDUCATION

2007	BSEB Board Tenth 73%
2009	CBSE Intermediate 75%
2012	Vinobha Bhave University B com 72%

ACHIEVEMENTS & AWARDS

Recognized as the "Top Sales Performer" & 2 times over achieved target, awarded for consistently achieving outstanding sales results and demonstrating exemplary customer relationship management skills.

ACTIVITIES

Playing Cricket
Cooking Veg and Non-Veg Foods

Signature: 
Vikash Kr Sah

