

Jatin Bhardwaj

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CAREER OBJECTIVE

Seeking a position to utilize my skills and abilities in the industry that offers professional growth, while being resourceful, innovative and hardworking.

ACADEMICS

- MBA in Marketing and HR from Chandigarh University, Gharuan, Punjab in 2020
- Graduated in Bachelor of Commerce from DAV College, Karnal in 2018

PROFESSIONAL EXPERIENCE

GREEN HORIZON ENTERPRISES PVT LTD

Sales Executive

1st Dec 2022 to 8th Dec 2023

- Management of Accounts Payable & Accounts Receivable.
- Identifying new sales leads and their conversion.
- Create proposals for existing clients to improve their infrastructure utilizing company services.
- Follow-up with the clients for their feedback.
- To overlook and managing all the activities relating to the operations of the firm such as inventory management, vendor management, data management, submission of quotations to various clients and ensure timely billing.
- Preparing various reports for management purpose.

UJJIVAN SMALL FINANCE BANK

Assistant Acquisition Manager

19th June 2024 to till now

- Identify new leads
- Conversion of leads
- CRM
- Data Management
- Follow-up from the clients

INTERNSHIPS

- Worked as Summer Project Trainee at AXIS Bank Ltd., Sec- 3, Karnal from 01-06-2019 to 15-07-2019

PROJECTS

- Customer perception about digitalization of Axis Bank.
- A study on service quality of HDFC Bank.

EXTRA CURRICULUM / ACHIEVEMENTS

- Participated in 2 days WOMEN EMPOWERMENT SUMMIT 2020 by Siddhartha Education Foundation India, Eternal Hindu Foundation, Thomas Seva Foundation, Amity University Mumbai on 22-08-2020 and 23-08-2020
- Participated in "Leadership Talk on Research" by IEEE Chandigarh University Student Branch in Collaboration with Happiness Club on 25th August, 2020

SKILLS

*Sales and Influencing skills*Conflict Management*Customer Relationship Management