

# NIRMALA BISHT

## SALES MANAGER – COMING KEYS

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### PROFILE

I am responsible for leading a sales team, driving sales growth, and executing strategies to achieve sales targets.

Create and implement sales strategies aligned with the company's goals.

Recruit, train, and mentor sales representatives, ensuring they are well-equipped to meet targets.

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### EXPERIENCE

#### **Business Development Executive | Coming Keys (Oct 2023 - Present)**

- Resolved customer inquiries via phone, email, and chat, maintaining a 95% satisfaction rating.
- Developed and implemented lead generation strategies, increasing qualified leads by 20%.
- Awards/Certificates: Best employee of Month of Twice (Oct 2023 & Dec 2023) & Employee of the Quarter (Jan-Mar 2024) for best outstanding dedication, exemplary performance and remarkable contributions.

#### **Real Estate | The Parivar Group, Gurgaon (July 2022 - Feb 2023)**

- Sought out and acquired new clients through various channels and Conducted market research to identify potential opportunities and target properties.

#### **Customer Care Executive | Wing in Travel Advisory Pvt Ltd, Gurgaon (Jan 2022 - July 2022)**

- Resolved customer inquiries related to travel bookings via phone, email, and chat, maintaining a high satisfaction rating.

### TECHNICAL SKILLS

- Microsoft Office Suite (Word, Excel, PowerPoint)

#### **Soft Skills:**

- Communication, Problem-Solving, Teamwork, Time Management, Adaptability, Fast Learner

### CONTACT

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### EDUCATION

- **BCA - Pursuing**

Indra Gandhi National University, Delhi

- **12th - 2018**

GGIC - Almora Uttarakhand

