

CURRICULUM VITAE

ARPIT JAIN

Present Address:

HNO:2022, Sector16

Faridabad Haryana

Contact No: 9717673266

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OBJECTIVE:

To prove myself in this world of reality and polish my professional skills by working hard And by building a strong network in the corporate world and achieve growth.

EDUCATIONAL QUALIFICATION:

Class	Board/University	Percentage
B.com (2014)	HNB GARHWAL UNIVERSITY	55%
Higher Secondary (2011)	ICSE BOARD	78%
Secondary (2009)	ICSE BOARD	80%

PROFESSIONAL EDUCATION:

- Completed M.B.A from IMS Unison University Dehradun (Marketing & International business) (2015-2017)

ADDITIONAL QUALIFICATION:

- Basic knowledge of Computer **KEY STRENGTH:**
- Convincing skills, Report Writing, Hard Working, Focused, Fine communication.
- Reading person's requirement and working on it.
- Cracking sales.
- B2C sales.
- Building client relations.

WORK EXPERIENCE:

Worked with Max Bupa Health Insurance as Telesales Associate New Delhi.

Time Period:

November 2018 Till July 2020

JOB PROFILE:

- Contacting clients through telephone and explaining the insurance products.
- Creating urgency for buying health insurance.
- Analysis of the needs of the customers and working upon it.
- Creating urgency for buying the insurance products.
- Post sales catering to various needs of the customers and handling their queries.
- Looking after the customer request process in the organization.
- Building relationship with the customers and generating references through them.

Worked with Golden Enterprise As Senior Telecaller

Time Period:

October 2020 Till August 2021.

Job Profile:

- Contacting clients through telephone and explaining the insurance products.
- Creating urgency for buying health insurance.
- Analysis of the needs of the customers and working upon it.
- Creating urgency for buying the insurance products.
- Post sales catering to various needs of the customers and handling their queries.
- Looking after the customer request process in the organization.
- Building relationship with the customers and generating references through them.
- Handling a team of 8 to 10 members
- Looking after their results
- Handling daily reports to the upper management

Worked with Matrimony.com as Relationship Manager

Time Period:

September 2022 Till March 2023:

Job Profile:

- **To crack sales by identifying the potential customers.**
- **Providing client servicing to the members under my services .**
- **To handle client queries and providing best solutions to them.**
- **To generate revenue for the organization by making new customers through old customers.**
- **To arrange successful meetings of the members for marriage purpose.**
- Handling a team of 12 members and monitoring their works
- Helping them to achieve their targets
- Furnishing dairy reports to upper management.

Working with Aramex India:

Job Profile:(Freight operations Executive)

Talking on leads as provided by the company.

Analysis of the requirements of the customers.

Onboarding new clients to the company.

Generating revenue for the company.

Client retention after onboarding them

So that we get frequent shipments whether via air or ocean.

After sales service is very important part of the job.

PERSONAL INFORMATION:

Father's Name : Late Shri Satish Kumar Jain

Date of Birth : 03/07/1992

Languages Known : English and Hindi.

Marital Status : Single

Nationality : Indian.

**Permanent Address : 135/3 Jhanda Street
Dehradun (Uttarakhand)**

DATED:07/08/2024

(ARPIT JAIN)