



Yamini Paliwal

Highly motivated person with desire to take on new challenges. strong work ethic, adaptability & exceptional interpersonal skills.

Contact

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Education

2018-20

PGDM (Finance & Marketing)

Fostiima Business School, New Delhi

2015-17

M.COM

Dr. Bhimrao Ambedkar University, Agra

2012-15

B.COM

Dr. Bhimrao Ambedkar University, Agra

2012

XII

Kids Corner Happy Sr. Sec School,

Firozabad

2010

X

Mahatma Gandhi Montessori Sr.

Sec School, Firozabad

Expertise

Vendor Management

Event Execution & Management

Data Analysis & Forecasting

Experience

● May 2023-Present

Skillifit, UpGrad, Gururgram

Senior Executive Business Operations

- Work closely with sales and technical teams to ensure a coordinated and holistic approach to client success.
- Effectively coordinated and conducted product training sessions involving technical teams for newly onboarded employees.
- Used editing and graphic design tools to create content and visuals for social channels.
- Initiated consistent follow-up with clients to ensure timely payment and financial adherence.
- Entered, updated and maintained comprehensive and up-to-date customer information in CRM database.

● Sep 2021- Apr 2023

Saife Vetmed Pvt. Ltd. Noida

Executive Business Operations

- Recognizing, picking out suppliers, and engaging in contract negotiations.
- Conducted regular analysis of product performance, including sales data, customer feedback, and market trends, on a weekly, quarterly, and yearly basis to identify areas for improvement and inform course correction strategies
- Designed visually appealing and informative sales materials, including presentations, infographics, and product sheets, using Canva and other tools, to support the internal sales team and drive revenue growth
- Provided design input and feedback to the designer to help create an engaging and informative brochure that effectively communicated the key features and benefits of the product
- Successfully managed a poultry expo, coordinating all aspects of the event i.e vendor selection and contract negotiation.

● Apr 2019- June 2019

SMC Global Securities Ltd.

Intern- Trainee

- Received comprehensive training in Indian stock market dynamics, Systematic Investment Plans (SIPs), and mutual funds, enhancing proficiency in financial analysis and investment strategies.
- Conducting research on market trends, competitor activities, and industry developments to provide insights to the trading team for informed decision-making.
- Successfully engaged in cold calling initiatives, proactively reaching out to potential clients to introduce products/services, build relationships, and drive sales growth.

Accomplishments

- Received "Young Growing Employee" Award within 6 months of joining the company " Saife Vetmed Pvt Ltd" in recognition of outstanding performance and rapid professional growth.

Certifications

- Certification of completion- Expert in Finance & Accounts
- Certification of Participation in Micro Analysis of Financial Statements

Languages

- English
- Hindi

Extra Curricular Activities

- Participated as an observer " Rozgaar: A Quest"
- Member of E-committee at IFBS
- Participated in CORPORATE CHANAKYA
- Participated in can support's 'WALK FOR LIFE'