#  RESUME

**Manali sharma**

**Address:**  24/3 Balkeshwar colony

Agra -282004

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# OBJECTIVE

 To develop my career as a leading sales professional in Business Organization by learning and growing my skills.

# ACADEMIC QUALIFICATION

* + Bachelors of Commerce from Jivaji University Gwalior in 2019.
	+ Intermediate with commerce from MP Board in the year 2016.
	+ High School from U.P Board in the year 2014

#  PERSONAL INFORMATION

# TECHNICAL PROFICIENCY

* Date of Birth : 17-Mar-1998
* Father’s name. : Mr Manoj sharma
* Languages Known : Hindi, English
* Marital Status : Unmarrried

 **HOBBIES**

* Listening Music
* Watching Movies
* Playing badminton

**WORK EXPERIENCE**

* **As a sales executive in Paisa bazaar.com from May 2023 to September 2023**
* **Work as a inside sales executive in organisation.**
* **Making appointments related to business loans.**
* **Work on outbound process for potential clients conversion and close sales**
* **Prepare daily reports ( closing reports) .**
* **Maintain relationships between customer and clients increase business with them.**
* **As a investment manager in square yards from October 2023 to till date**
* **Work as a inside sales executive in organisation.**
* **Making appointments related to property.**
* **Present purchase offers to sellers for consideration, Negotiate prices or other sales terms,Compare a property with similar properties.**
* **Accompany Clients on Property Visits Once clients have expressed interest in a particular property (or a number of properties), the realtor accompanies.**

# TECHNICAL SKILLS

* PowerPoint
* Microsoft Excel

# ACHIEVEMENTS AND REWARD

* **Received reward and recognition two time by the Management for accuracy and timely response ( TAT completion).**

# DECLARATION

 I here by, declare that the particulars of information and facts stated here in above are true, correct and complete to the best of my knowledge and belief.

 Place: - Gurgaon Manali sharma

 Date: