

# Sweta Kumari

## Business Development Associate



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☎ 7677989391

📍 Bangalore India

📅 28/10/1997

👤 Unmarried

### 📄 PROFILE

- More Than 2.5 years of experience in Sales, Business Generation, New client acquisition and Team Management.
- Skilled in initiating & developing relationships with new & existing clients and monitoring target achievements.
- Resourceful at collecting competitor's information and devising strategies in the light of changing business environment.

### 🎓 EDUCATION

#### Intermediate (ISC)

M.D.D.M College  
04/2013 – 03/2015 | Muzaffarpur

#### High School

Chapman Girls High School  
04/2012 – 03/2013 | Muzaffarpur

#### Graduation (BSC)

M.D.D.M College  
04/2015 – 03/2018 | Muzaffarpur

### ✍️ DECLARATION

I hereby declare that the above information is correct to best of my knowledge.

Sweta Kumari  
Bangalore

### 📁 PROFESSIONAL EXPERIENCE

#### Upgrad Education Pvt. Ltd.

Academic Counselor

04/2024 – present | Bengaluru

- Engaged with customers to build business relationships. Utilised knowledge of industry trends to develop value-added solutions and approaches for target audiences.
- Developed knowledge of company products and services to make suggestions according to customer needs.
- Negotiate and close sales with new and existing clients.
- Boosted revenue by bringing in and cementing relationships with new clients and optimising servicing of existing customer accounts.

#### Think & Learn Pvt. Ltd. (Byju's)

Team Leader

08/2023 – 03/2024 | Bengaluru

- Team Handling – Team Cascade, Target Setting & Achievements, Quarterly Award Plan.
- Collecting competitor's information and devising strategies in the light of changing business environment.
- Developed knowledge of company products and services to make suggestions according to customer needs.

#### Think & Learn Pvt. Ltd. (Byju's)

Business Development Associate

03/2022 – 07/2023 | Bangalore

- Negotiate and close sales with new and existing clients.
- Boosted revenue by bringing in and cementing relationships with new clients and optimising servicing of existing customer accounts.
- Developed knowledge of company products and services to make suggestions according to customer needs.
- Engaged with customers to build business relationships. Utilised knowledge of industry trends to develop value-added solutions and approaches for target audiences.

### 🧠 SKILLS

- MS-Office (Word, Excel & Powerpoint)
- Team Handling