





Ragini Singh

Sales Manager

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 Noida

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EDUCATION

**Christ Church P.G. College,
Kanpur**

2015 - 2017

Masters of Commerce (M.com)

**Christ Church P.G. College,
Kanpur**

2012 - 2015

Bachelors of Commerce (B.com)

**Kendriya Vidyalaya No.1 A.F.S.
Chakeri**

2012

Senior Secondary (12th)

**Kendriya Vidyalaya No.1 A.F.S.
Chakeri**

2010

Higher Secondary (10th)

PERSONAL DETAILS

DOB - 07/ March / 94

Home Town - Kanpur, Uttar
Pradesh

Years Of Experience - 8+ Years

Marital Status - Single

PROFILE

- Experienced sales professional dedicated to continuous improvement and exceptional customer service.
- Presently, I am broadening my proficiency in digital marketing with the aim of catalysing business expansion.
- I excel in recognising opportunities and nurturing client relationships, leveraging my proven expertise as a B2B & B2C specialist.
- A strategic thinker who excels in crafting effective go-to-market strategies.
- I am an adept communicator and adaptable leader who thrives in fast-paced, dynamic environments.

WORK EXPERIENCE

SALES MANAGER

Corporate Gurukul | Singapore

Oct 2022 - Mar 2024

- Guided students towards informed career decisions, leveraging strong business acumen.
- Built frameworks for consistent, exceptional counselling services for UG and PG students.
- Bridged solutions for sales needs and customer issues, engaging stakeholders.
- Maintained relationships with parents and students, fostering leads and enrolments.
- Promoted CG's internship programs and customised communication for key accounts.

SENIOR BUSINESS DEVELOPMENT ASSOCIATE

Relevel By Unacademy | New Delhi

Feb 2022 - Oct 2022

- Collaborated with marketing for hot lead identification and sales strategy refinement.
- Conceptualised and executed effective cold email campaigns.
- Monitored performance metrics, responded to approvals and notifications.
- Built relationships, nurtured leads through tailored content, negotiated deals.
- Led and managed a team, achieving \$1M Monthly Recurring Revenue through upselling and cross-selling.

OPERATIONS EXECUTIVE

Rama Super Speciality Hospital | Kanpur

Oct 2020 - Feb 2022

- Managed operational performance, addressed queries promptly.
- Oversaw logistics providers and medicine handling.
- Supervised daily administrative operations, resolved patient issues.
- Led a team of 20, analysed data for process improvement, implemented changes.

BUSINESS DEVELOPMENT ASSOCIATE

Kanpur Institute Of Management Studies | Unnao

Feb 2019 - Oct 2020

- Conducted market research, identified potential students for admissions.
- Handled student and parent queries, arranged college visits.
- Educated families about admissions and financial aid.
- Coordinated college events and participated in counselling activities.
- Negotiated partnerships, expanded market share through targeted initiatives.

BUSINESS DEVELOPMENT EXECUTIVE (ADMIN)

Allenhouse Institute of Technology | Kanpur

Jun 2016 - Feb 2019

- Listened to student concerns, led presentations and demonstrations.
- Provided support through therapy sessions, created individualised treatment plans.
- Led weekly counselling sessions, monitored academic and personal progress.
- Coordinated with teachers and administrators for student development.
- Keep records and use reporting tools. Edits documents for accuracy, Maintains accurate records.
- Coordinated with teachers and administrators to develop student's academic and social skills

SENIOR COUNSELLOR

Shaheed Virendra Singh Sirohi Institute of Technology | Bhognipur

Nov 2015 - Feb 2016

- Engaged in active listening, presented demonstrations for potential students.
- Provided therapeutic support and guidance to address personal issues.
- Led individual and group therapy sessions, maintained accurate records.

DECLARATION

I HEREBY CONFIRM THAT ALL STATEMENTS GIVEN ABOVE ARE TRUE TO THE BEST OF MY KNOWLEDGE.



RAGINI SINGH

PRO.SKILLS

- Adaptive
- Outbound & Inbound Calling
- MS Office Suite Teamwork
- CRM Software
- Leadership
- Negotiation
- Presentation skills
- Customer Acquisition and Retention
- Project Management
- Market Research
- SEO
- Email Marketing
- Prompt Engineering with ChatGPT

WORKSHOPS & COURSES

- Pursuing Digital Marketing Course & Prompt Engineering with ChatGPT course
- Participated in School Level Games and Sports.
- 'B' & 'C' Certificate Holder in 3 U.P. AIR SQN NCC KANPUR
- Attended National Level Camp in Bangalore
- Organised an event in Annual Fest at College
- Organised Business Quiz
- Attend different seminars related to management held at college level.

VOLUNTEER

- Participated in city cleaning drives as an NCC cadet, contributing to the cleanliness and sanitation of the local community.
- Participated in volunteer activity days with NCC to support community initiatives and projects.
- Demonstrated strong communication and leadership skills while coordinating with volunteers and managing day-to-day logistics.
- Contributed to improving the lives of slums by cleaning their residential areas

FIELD OF INTEREST

- Digital art | Graphic Designing
- Reading
- Writing
- Travelling
- Volunteering & Community Services