**PUSHPENDRA SHARMA**

# 296, ambikapuri main

Airport road indore (M.P.)

Pin: 452005 INDIA

Mob. Mo. 7000010901

E-mail-Pushpendra8663@gmail.com

## OBJECTIVE

A talented Business Management professional with extensive sales and customer service experience

**EDUCATIONAL QUALIFICATION**

 3 year Diploma in Business Management (Institute of Management & Engineering).

 12th Madhya Pradesh state open school Bhopal.

 10th board of secondary education Madhya Pradesh bhopal.

#### WORK EXPIREANCE ( 5year, 11 month )

#### Vishnupatni Udyog pvt ltd ( 01 march 2022 to till date )

#### Sales Officer : ( FMCG dry fruit )

**Satyamitra Sales and trading company Ltd ( 20 july 2019 to 2022 )**

#### Sales Officer : ( FMCG Home Cleaning Product )

#### Presenting the product or service in a structured professional way face to face.

#### Arranging meetings with potential customers to prospect for new business.

#### Co-ordination with dealers and retailers.

#### Recording sales and order information and sending copies to office.

#### Liaising with suppliers to check the progress of existing orders.

#### Payment collection.

#### Negotiating on price and costs, delivery and specifications with buyers and managers.

#### B2B offline selling user.

**Oppo Mobile Pvt Ltd ( 5 August 2016 to 10 july 2019 )**

**Showroom Manager :**

 Work a show room manager.

 Daily sale activities and purchase.

Teamwork, every day learning, every day product knowledge gives our team.

 materials manage.

 Handling and making all dispatch programs, every day reports maintain etc.

**COMPUTER SKILLS**

 Operating Systems: Windows98, XP, Vista, windows-8.

 Working with Windows / IOS / Android smart phones.

 Application Tools : MS Office (Word, Power, tally 9,Point), Internet.

##### PERSONAL DETAILS

Name : Pushpendra Sharma

 Gender : Male

Date of birth : 17 March 1987

Father’s name : Mr. Jagdishsharma

Marital status : married

###### DECLARATION

I hereby declare that above-mentioned information is correct as per my knowledge and I bear the responsibility for the correctness ofthe above mentioned particulars.

**Date :**

**Place : (PUSHPENDRA SHARMA)**