

Curriculum Vitae (C.V)

CONTACT DETAIL:-

Email:-madhurimane@gmail.com
Mobile:-8879846927
Permanent Address:-Mumbai
Maharashtra

INFORMATION TECHNOLOGY SKILLS:-

- Well versed with MS-Office &internet application
- Order Management
- Zoho CRM
- Maharashtra State Certificate in Information Technology

CORE COMPETENCIES

- Inside Sales
- In-house Marketing
- Order Management
- Marketing operation
- Lead Generation
- Presentation
- Client Servicing, Event Organization
- Online Sales
- Marketing activities
- Team Work
- International Email Management

Education Detail:-

Institute:-IBMR Business School
Course:-MBA
Duration:-2year (2013-2015)

PERSONAL DETAIL:-

- Name: - Madhuri Mane
- Date of Birth: - 10/7/1992
- Marital Status: - Unmarried
- Languages Know:- English, Hindi, Marathi
- Permanent Address:- Mumbai
Maharashtra

CERTIFICATION:-

- Dassault Systems: - Sales & Marketing
- Dassault Systems: - Subscription Sales & Renewal Sales
- Tata Digital Learning Certification in Business Management
- LinkedIn Certification in Business Management

Freelancer Job:-

- 1) Company:-<https://www.solutioninn.com/>
Designation: - Subject Matter Expert
- 2) Company: - CHEGG TBS
Designation: - Subject Matter Expert

CAREER OBJECTIVE:-

Seeking the position in Customer Service marketing &Sales in the corporate sector where I can utilize my expertise in the field of Sales and Marketing

ORGANIZATION EXPERIENCE:-

- 1) Company:- Roimuse
Designation: - International Sales & Marketing Management (USA Process)
Duration:-November 2019 to February 2020

JOB DESCRIPTION

- Outbound and inbound marketing, create and update the database-of customer with complete information for business
- Sending an email about training and product service, Event Management, Data validation
- Sales Co-ordination with maintaining daily reports, Customer follow up & feedback

- 2) Company: - Beacon (Solid-work Re-seller) 3D CAD Solution
Designation: - -Inside Sales Executive
Duration:-March 2019 to August 2019, Location:-Mumbai

JOB DESCRIPTION

- Outbound and inbound marketing, create and update the database-of customer with complete information for business
- Sending an email about training and product service, Event Management, Data validation
- Sales Co-ordination with maintaining daily reports, Customer follow up & feedback

- 3) Company:-Thyrocare Technology Limited (Healthcare)

Designation: - Marketing Executive
Duration: -- December/10/2016 to March/20/2018
Location: - Mumbai

JOB DESCRIPTION

- 1) To undertake Pan India marketing activities towards health care sectors
2) Order processing till the completion of service orders
3) Generating new prospect developing with client Pan India
4) Driving active awareness of the brand &marketing program
Promoting preventive healthcare profile through existing client and new client
5) Acquire new client and educated them on company service to guide in providing the best customer experience and customer service
6) Coupon marketing to corporate and customer (b2b, b2c)
Emailing Marketing to b2b, b2c International clients
7) Order Management Activities, order tracking
Handle end to end order processing between customer &vendor
8) Order service on-time reporting
9) The online demonstration, Corporate Marketing, Market Research
10) Identify prospective client and helping them understand our service
11) Co-ordination with service partners to provide timely &quality service
12) Analyzing &preparing reports for management review periodically

- 4) Company:-Total Cad-Soft LLP Service
(Software & Management Training Sector)

Designation: - : - Business Development Executive
Duration: - NOVEMBER /1/2014To December/6/2016
Location: -KARNATAKA

JOB DESCRIPTION:-

- Outbound and inbound marketing, create and update the database-of customer with complete information for business
- Sending an email about training and product service, client
- Sales Co-ordination with maintaining daily reports, Customer follow-up