

Dipalee Todkar

Business Development Executive

Email Id- dipstodkar@gmail.com

Mobile No-9172586172

LinkedIn- <https://www.linkedin.com/in/dipalee-todkar-756483176/>

Professional Summary

Focused Business Development Executive with 6 years work tenure and exemplary planning and implementation capabilities. Having entrepreneurial spirit required to work in highly flexible, rapidly changing environments and experience in generating the leads and delivery of IT services to domestic and overseas markets.

Skills

- Strong knowledge of Sales Navigator,
- Knowledge of bidding portals like Up work, Guru, Freelancer.
- Experience of using CRM tools like Hubspot
- Working experience in creating proposals, presentation
- Addressed customer's inquiries, delivered information, proposed suggestions, provided guidance, etc.
- Lead role in sales process by creating sales strategy and running Marketing Campaigns to do digital sales
- Cold Callings, Lead generation
- Drafting proposal, SOW, Quotations
- Maintain and track data in Excel sheet, CRM
- Negotiation, figure out the high level estimates
- Basic knowledge of digital marketing services

Career Highlights

Stark Digital Media Services

Feb 2021- Dec 2021

- **Role**-Business Development Executive
- **Responsibilities:**
 - Studied and learned new high-end technologies including infrastructure, performance management software like Hubspot, to better serve clients and deliver new lead generation for the company
 - Strategically reached out to Directors, VPs, and CTOs of companies ranging from 50 employees to Fortune 500 companies to introduce new technologies and their potential benefits on behalf of my clients.
 - Managed different clients, building sales pipelines for each.
 - Scheduled high-level, GoToMeetings, and face-to-face appointments with decision makers who were sales ready.
 - Managed all appointments from initial confirmation through attendance by following up to ensure all parties were still ready to engage.
 - Finding the right prospect through LinkedIn sales navigator and approaching prospect via cold email, cold calling, messaging.

- Gather requirement and analyze it to understand BANT .
- Co-ordinate with Business analyst to free and define scope of requirement.
- Deliver the estimates, scope document, submit the proposal, BRD document.

Aayansh Germinate Pvt Ltd

Jun 2019-Jun 2020

- **Role**-Business Development Executive
- **Responsibilities:**
 - Finding and collecting data from different platform
 - Work on lead generation portal Indiamart, Sulekha, etc
 - Approaching via cold email, cold calling, messaging
 - Gather requirement and analyze it to understand BANT

Unionsys Technologies

Dec 2018-Mar 2019

- **Role**-Business Development Executive
- **Responsibilities:**
 - Finding and collecting data from different platform.
 - Approaching prospect via cold email, cold calling, messaging.
 - Set up meeting and understand business synergies.
 - Gather requirement and analyze.
 - Deliver the suitable profiles, find perfect match to requirement

Mantis Technologies

Apr 2015- Nov 2018

- **Role**-Customer Support Executive
- **Responsibilities:**
 - Handle the inbound as well as outbound leads
 - Increase sales and achieve maximum revenue target.
 - Log the client's complaints about the service, refunds, etc.
 - Understanding Customer's queries and deliver right solution.
 - Guide and help to customers for booking, login and offers.

Certification

Diploma in Software Testing (Manual+ HP Automation)

Apr 2014-May 2014

- Manual Testing and HP automation(UFT, Load Runner, ALM).
- Writing Test Case, Test Scenarios.
- Understanding of SDLC, STLC, Defect life cycles

Education

Bachelor of Engineering (Electronics and Telecommunication)

Jun 2008-Jun 2013