**Ankita Singh Parihar OBJECTIVE**

SR. BUSINESS DEVELOPMENT ASSOCIATE

itsmeankita73@gmail.com

 +91-9589274703

Bengaluru, India, 560076 [https://www.linkedin.com/in](https://www.linkedin.com/in/)

[/ankita](https://www.linkedin.com/in/)-singh-parihar-7

**EDUCATION OBTAINED**

 **MASTER OF BUSINESS ADMINISTRATION: HR & MARKETING** Prestige Institute Indore - Indore

(2015 - 2017)

 **BACHELOR OF COMMERCE: HONOURS**

AKS University - Satna Madhya

Pradesh

(2012 - 2015)

 **HSC: CBSE**

Blooms Academy - Satna Madhya

Pradesh

(2009 - 2011)

 **SSC: ICSE**

Christukula Mission Hr.Sec. School - Satna Madhya Pradesh

(2006 - 2009)

**PRIMARY SKILLS**

 Business-to-customer expertise

 Inbound and outbound calling

 Multi-line phone talent

 Staff education and training

 Exceptional customer service

 Point of sale operation

Versatile **Business Development Associate**, highly effective at generating leads, developing pipelines, closing sales and generating revenue, Consistent Top performer. Thrives on challenges and competition.

**PROFESSIONAL SUMMARY**

 **BYJU'S - THE LEARNING APP, BENGALURU, KARNATAKA**

Business Development Associate (2020- Till Now)

 Boosted revenue by bringing in and cementing relationships with new clients and optimizing servicing of existing customer accounts.

 Negotiated contracts and closed sales with new and existing clients.

 Enhanced sales techniques and marketing plans to strengthen business development efforts.

 Arranged potential client contacts, cultivated relationships and followed through all service needs.

 Enhanced customer experience using all omnichannel offerings.

 Applied core knowledge to effectively communicate sensitive or technical information while adhering to regulatory guidelines

 **TOPAZ AUTO PRIVATE LTD, INDORE, MADHYAPRADESH**

CSR Executive (2018 – 2019)

 Liaised with different organisations to understand needs and provide excellent service.

 Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.

 Created spreadsheets using Microsoft Excel for daily, weekly and monthly reporting.

 Offered friendly and efficient service to all customers, handled challenging situations with ease.

 Actively listened to customers, handled concerns quickly and escalated major issues to supervisor.

 Demonstrated respect, friendliness and willingness to help wherever needed.

 Drove operational improvements which resulted in savings and improved

