

CURRICULUM VITAE

Saket Kumar Rishi

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To work at a responsible position in a reputed organization where I can actualize my true Potential with my current skill set and experience.

Professional Experience: Six Years In Sales & Operations

- ❖ Currently working with **ApnaComplex** as (**Asst. Sales Manager**) Since 11th Oct. 2018 till current date..
- ❖ (From August 2016 to Sep. 2018): ~ 2.1 Yrs.
Worked as **Senior Sales Executive** with **Revanta Multi State CGHS Ltd.**
- ❖ (From July 2015 to July 2016): ~ 1.1 Yrs
Worked as **Senior Sales Executive** with **BIGBULL INFRASTRUCTURE LTD.**
- ❖ (From April 2014 to May 2015): ~1.2 Yrs
Worked as a **Marketing Manager** with **SPARKTEK SYSTEM PVT. LTD.**

Key Performance Area- At ApnaComplex

As Assistant Sales Manager

- Conduct Software Demos and Presentations for customers.
- Company deals in Web and App based ERP software solutions.
- Meet sales target identified by upper management
- Develop effective sales plans.
- Sold ERP software and hardware to Fortune 500 Companies.
- Provide detailed information about technical specifications of products marketed by the company
- Demonstrate how the product, be it a software or hardware, works and provide technical advice to customers about installation, usage, and networking
- Address concerns of customers by providing clear instructions and solutions
- Inform the customers about the specific application of software products
- Communicate and possibly network with existing customers to promote products and upgrades of software products
- Responsible for to ensure technical support during the pre-sales & post sales period for all the customers related to Software and Hardware integration.

- New and Existing Product evaluation, installation and Demo preparations.
- Preparing Techno-commercial offers for different level of capable customers.
- Ensure Maximum of Customer Satisfaction with the Solution offer.

Key Performance Area- At Bigbull Infrastructure Ltd.

As Presales consultant

- Conduct existing customers meeting and close the deal .
- Responsible for to ensure post sales support period for all the customers related to Authentication.
- New and Existing Project evaluation, Show site and client preparations.
- Responsible for get some references from satisfied customers.
- Preparing sales offers.

Quality Assurance & Control

- Implementing quality of project / procedures in the organization to ensure zero defect products.
- Monitoring the quality of Project and reciprocating the feedback from end users to the client.
- Proficient in interacting with clients on issues that arise during the pre-sales process concerning functionality of products

Skills &Qualities

- Expertise in providing client's business requirements and determining how the products and services can meet their specific needs.
- Well versed with Consumables of Sales Products.
- Excellent communication, inter personal,team building and relationship management skills.
- The ability to analyze data quickly & learn fast. Basing decisions on fact.
- The ability to analyze outside existing boundaries to identifying implications & learn from others.
- The creativity to propose innovative solutions.
- The ability to manage uncertainty within complex environment to produce workable solutions.
- The drive & enthusiasm to set targets for self & for others.
- The resilience to deliver, the courage & self confidence to tackle unfamiliar problems.

Professional Qualification

- Completed Graduation from **Delhi University**.
- Pursuing MBA from **IGNOU- Dwarka, New Delhi**

Certifications

- Language Course From GNIIT “C” & “C++”
- Retail course certificate from NSDC
- Fundamentals in Digital Marketing Certified by Google Garage Online Learning.

Personal Details

Father's Name	:	Shri Girja Lal
Contact Detail	:	D-33/2, Street No. 2, Sainik Enclave, Vikas Nagar, New Delhi-59
Date of Birth	:	11th February 1993
Marital Status	:	Married

Date:
Place: **New Delhi**

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