**N. MANOJ BABU**

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***Personal profile***

A motivated Business Development Specialist familiar with the identification of prospects, cold calling, attending client meeting, and Positive, energetic, focused and eager to further grow.

***Experience (5Years):***

*Pragma journals LLP(own start up)*

In April 2020 me and my fellow manager decided to start-up a new business venture “PRAGMA JOURNALS LLP” (a publication house to cater the needs of scientific community) which eventually is established in August 2020.below is the website address

[www.pragmajournals.com](http://www.pragmajournals.com)

My responsibilities include-

* Handling major technology and process related duties
* Hiring process associates to run the digital marketing and email campaigns
* Handling emails and reverting to queries sent by our clients
* Managing the team’s performance and checking weekly reports
* Reporting to my higher authority about performance check and progress parameters
* Handling any technical glitches, liaising with tech team
* Solely responsible for maintaining the website and email domains

*Senior Business Development Executive/Account management*

Pulsus Group

Jul 2018 ‐ Aug 2020

Hyderabad, Telangana, India

**Roles and responsibilities** **include but not limited to-**

* Planning and overseeing new marketing initiatives through digital marketing and online campaigns through emails.
* Researching organizations and individuals to find new opportunities.
* Increasing the value of current customers while attracting new ones.
* Finding and developing new markets and improving sales.
* Attending conferences, meetings, and industry events.
* Developing quotes and proposals for clients.
* Developing goals for the development team and business growth and ensuring they are met.
* Training personnel and helping team members develop their skills.
* Communicating with clients to understand their needs and explain product value.
* Building relationships with clients based on trust and respect.
* Collaborating with internal departments to facilitate client need fulfilment.
* Collecting and analysing data to learn more about consumer behaviour.
* Keeping accurate records pertaining to inventory and account notes.
* Maintaining updated knowledge of company products and services.
* Resolving complaints and preventing additional issues by improving processes.
* Identifying industry trends.
* Acting as a client advocate with a focus on improving the buyer experience.

**Key competencies**

* Ability to find information from authentic sources in an efficient manner.
* Good knowledge of databases, public sources of information, and/or industry specific sources
* Ability to validate/triangulate sources for relevancy and accuracy
* Ability to clearly understand the research requirements through effective listening, comprehension, and probing skills
* Adept in conducting preliminary research to ascertain data availability, and estimate time/effort. Use this as input for scope
* Experience in brand management, marketing or related field.
* Strong communication skills and IT fluency.
* Ability to manage complex projects and multi-task.
* Excellent organizational skills.
* Ability to flourish with minimal guidance, be proactive, and handle uncertainty.
* Proficient in Word, Excel, Outlook, and PowerPoint.
* Comfortable using a computer for various tasks.

Projects worked

FYD(find your doctor)

* Development of website
* Digital marketing strategies and campaign
* Plan, develop and implement SEO strategy
* Regularly perform thorough keywords research
* Identify key SEOs
* Prepare and present reports regularly
* Identify our buyer persona to better target identified audiences
* Identify problems and deficiency and implement solutions in a timely manner
* Suggest improvements for process and productivity optimization
* Work with web developers and marketing teams to properly implement SEO best practices
* Stay up to date with the latest SEO and digital marketing latest trends and best practices

***Marine Structural Designer***

*Sep 2015* ‐ *Oct 2016*

Axsys Technologies Ltd| Kolkata

* Assessing project requirements and researching feasibility
* planning and supervising the construction of vessels
* negotiating and agreeing project budgets, timescales and specifications with clients
* producing detailed designs of ships, boats and other maritime vessels using drawings and specialist computer
* vessel repairs writing reports and documentation giving presentations undertaking relevant research
* Supervising junior staff providing technical advice answering queries from clients.

***Assistant Engineer***

*May 2014* ‐ *Aug 2015*

Grintex India Limited, Submarine Design Group, DND (Director of naval design)

New Delhi, India

* Preparing repair document for INS Arihant which is indigenous Nuclear submarine of Indian navy
* Supervision of Indian navy vessel construction work at ship yard supervised inclining experiment and ship trials.

***Intern***

*June 2012* ‐ *Jul 2012*

*L&T*

Vadodara, Gujarat

* Preparing Harmonized structure rules for classification societies like IRS, Lloyd’s register.

***SKILLS:***

* Microsoft Office (Word, PowerPoint, Excel and Access)
* Documentation
* Serve customers Process payments
* Coordinate schedules Ship Constructor (Including Weld Traceability
* Module)
* Catia Auto CAD
* Filmora (Video Editing Software) Adobe Premier Pro(Video Editing Software)

**EDUCATION:**

*Bachelors of Engineering in (Naval Architecture &Ocean Engineering) Indian Maritime University -Jun 2013*

Visakhapatnam, AP, India

GPA**-7.09/10**

High School Diploma: Maths Physics Chemistry

Board of Intermediate, Visakhapatnam, AP

GPA-**7.95**

Secondary school: DAV Public School

GPA-**7.05**

**Accomplishments**

* Completed certification in Catiav5
* Accomplished successfully my target for a project given to me in medical tourism from scratch to end.