**Resume**

**Dharmesh.D.Pandya**

**Surat**

**Mobile No +919898774489**

**Email:** **ddpandiya@gmail.com**

**Skype ID: dharmesh28282**

* LinkedIn Profile:<https://in.linkedin.com/in/gemjewellerydharmeshpandya>

**Experience: With 19 years of Comprehensive experience in Gem & Jewellery industry. I'm people person and like to connect with people for the people.**

**Carrier objective**

To gain long term employment with a company that is on or looking to be on the cutting edge, a company that puts value on people and the products they are promoting. Honest and Ethical, I am looking to call this company my family.

**Academic Credentials**

Diploma in Diamond Grading Professional from IDI Surat- 2014 DEC

Bachelors of Business Administration Degree in Annamalai University, 2003, India

Higher secondary HSC, Year of completion 1999 – First Class

High school SSLC, Year of completion 1997 – First class

**KEY SKILLS : BUSINESS DEVELOPMENT, SALES & MARKETING MANAGEMENT, GOOD LEADER AND HARDWORKING, EXCELLENT COMMUNICATION, DECISION MAKER, SOFTSPOKEN SKILLS, SELF STARTER, EXEPERT IN NEGOTIATION, NETWORKING SKILLS, EXPERT GEM & JEWELLERY KNOWLEDGE, 4' C OF DIAMOND GRADING SKILL, QUALITY CONTROL, LOOSE DIAMONDS PRODUCT PROCUREMENT, EXPERT IN OPENING & CLOSING DEALS, EXPERT IN BUYING POLISHED DIAMONDS, STRONG PRODUCT KNOWLEDGE, STRONG KNOWLEGDE IN GOLD JEWELLERY, STRONG KNOWLEGDE IN DIAMOND JEWELLERY, INVENTORY MANAGEMENT EXPERT, EXPERT KNOWLEDGE IN ROUGH & POLISHED DIAMONDS, EXPERT IN BUYING ROUGH DIAMONDS, ROUGH DIAMOND PLANNER, EXPERT IN POLISHED DIAMOND MANUFACTURING..**

**Executive Profile**

* Business developer, Dynamic Sales & Operations, Professional with 19 years of experience in Gem & Jewellery industry.
* Independent ability to generate leads, achieve set revenue target.
* Developed, customer relationship for longer terms with foreign clients for new business & market mapping.
* Managing the team members and sales track record as company level & to prove ability in performance wise.
* Accountable to meet Quarterly / yearly sales Target and manufacturing Targets.
* Ability to connect with Client Business Head to gather high level requirements.
* Demonstrate a strong sense of urgency to respond quick to prospect s, partners and customers needs
* To participate promotional activities to bring awareness among the clients about the range & products.
* Excellent co-ordination and inter-personal relation skills.
* A challenger and a quick learner with proven ability to adapt with changing environments.
* Ability to work under pressure and meet deadlines effectively
* Ability to work independently as well as part of a team, providing timely, high quality customer-focused services
* Ability to coordinate and write proposals, as and when required
* Good & effective communication skills and leadership qualities.

**Carrier Details**

**Self employed**

**Trading Diamond from Surat To Pan India** November 2017 Till Date

**Business developer, Trading Polished Diamonds in all Sizes of Diamonds as per clients requirements.**

**PC Jeweller LTD**  Sep 2016 Till Date 5 July 2017

**Showroom Manager, (Ahmedabad)** Responsible for overall operation of showroom.

**Balaji diamonds Company Chennai** June 2014 to Sep 2016

Assigned position As **Business development B2B for Polished Diamonds**, Buying Diamonds in all sizes, Gem and Jewellery

Profile of the company: whole seller, & distributors of polished diamonds and 22k studded customized diamond jewellery

**Job Responsibilities**

* Primarily responsible for develop new business with new clients & with existing clients.
* Responsible for company inventory stocks buying Loose diamonds & Gem stones
* Prospect for potential new clients and turn this into increased business.

**LialiJewellery L.L.C, Dubai, UAE** Feb 2006 to till April 2013

Assigned position as **Store Manager (Sales & Marketing)**

Profile of the Company: Retail fine jewelers of dealing into gold, diamond, pearls, precious & semi-precious stones.

**Job Responsibilities**

* Handling daily operations and management of the store.
* Tasked to promote and advertise the store and its merchandise, &the jewelry.
* Developing customer relationship for longer terms.
* Managing the sales track record as company level & to prove ability in performance wise.
* Developing systematic and comprehensive approaches in assembling action plans to deal effectively with the regular clients & identified to produce long term gains for achieving sales targets.

**TanishqJewellery Ltd, Chennai, India** Feb 2005 to Jan 2006

**Retail Sales & Marketing Executive**

Profile of the Company: Retail fine jewelers of gold, diamond, pearls, precious & semi-precious.

**KhazanaJewelleryPvt Ltd, Chennai, India** Aug 2003 to Jan 2005

**Retail Sales executive, cum Jewellery Production department Executive**

Profile of the Company: Retail fine jewelers of gold, diamond, pearls, precious & semi-precious.

**Computer Proficiency**

Office Automation : MS Office, Internet & latest social media channel

\* Well versed with Windows operating systems and Internet facilities. Willing to Learn new updated Software of CSR in quick time for organization development and for personal development.

**Personal Details**

Date of Birth : 11th July 1981

Languages : **Gujarati, Hindi, English, Tamil**

Marital status : Married

Sex : Male

Declaration

I Dharmesh, P.,hereby declare that the information furnished above is true to the best of my knowledge and belief.

Yours faithfully

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(Dharmesh D Pandya)

Date: 11/8/2022 Place: Surat