



CONTACT

PHONE:

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HOBBIES

Travelling
Gardening
Sports

SKILLS

Tally ERP 9
Digital Marketing
MS Office
Problem Solving
Team Work
Customer Service
Marketing

BHARAT KALWANI

EDUCATION

Gujarat University

M.COM. (2020)
Percentage- 55%

Gujarat University

B.COM. (2018)
Percentage- 48%

New Gaytri H.S. School

H.S.C. (2015)
Percentage- 61%

I.P. English School

S.S.C. (2011)
Percentage- 42%

WORK EXPERIENCE

Family Business

July, 2020 to Present
Real Estate Broker

Roles & Responsibilities:

- Assist clients in buying, selling, and renting properties.
- List properties for sale or rent.
- Conduct market analyses to determine property values.
- Negotiate deals between buyers and sellers.
- Ensure legal compliance in transactions.

- Manage transaction documentation.
 - Provide market insights and trends.
 - Guide clients through financing options.
 - Advise on property investment.
 - Manage brokerage operations.
 - Handle marketing for listings.
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Emen Retail Infotech Pvt. Ltd. [Customer Support Executive]

April, 2018 to June, 2020

- Contact Potential Existing customers to inform them about a product or service.
- Answer questions about products of the company.
- Ask questions to understand customer requirements and close sales.
- Direct prospects to the field sales team when needed.
- Handle grievances to preserve the company's reputation. Go the "extra mile" to meet sales quota and facilitate for future sales.
- Keep records of calls and sales and note useful information.