

Drishya k.k

Mob : 919400452540

E-mail:

drishyamanoj02@gmail.com



Objective

To be sincere and dedicated person in the assignments and be a successful leader of highly motivated team in achieving company's objective and expectations.

Summary

- **HR FINANCE**
- **THREE years experience in FINANCE DEARTMENT**

Professional Profile

Highly motivated, dependable troubleshooter and problem-solver.

Self motivated Quick learner with good communication skills and Interpersonal relationships.

Valued contributor who performs confidently and effectively Under Pressure and thrives on challenge.

Professional Experience

Deekeyworld Marketing Pvt Ltd

Designation: BUSINESS DEVELOPMENT EXECUTIVE
(FEB 2021 – JULY 2021)

Job Responsibilities:

- Identifying profitable business opportunities
- Conducting extensive market research
- Creating actionable business strategies
- Nurturing relationships with clients
- Analysing market trends
- Tracking business performance
- Allocating and managing the company's resources
- Oversee the sales process to attract new clients.
- Work with senior team members to identify and manage risks.
- Maintain fruitful relationships with clients and address their needs effectively.
- Research and identify new market opportunities.
- Prepare and deliver pitches to potential investors.
- Foster a collaborative environment within the organisation.

Professional Experience

NIKSHAN ELECTRONICS

TELE SALES EXCEUTIVE (FEB 2022 – PRESENT)

Calling existing and potential customers to persuade them to purchase company products and services.

Accurately recording details of customers' purchase orders.

Processing all customer purchases accordingly.

Generating promising leads for the outside sales team to pursue.

Managing customer accounts by ensuring that existing customers remain satisfied with company products and services.

Developing and sustaining solid relationships with customers to encourage repeat business.

Using sales scripts proffered by the company to drive sales and respond to customer rejections.

Developing in-depth knowledge of customer products and services to make suitable recommendations based on customers' needs and preferences.

Continually meeting or exceeding daily and monthly targets with respect to call volume and sales.

Professional Experience

NIKSHAN ELECTRONICS

LOGISTIC MANAGEMENT EXCEUTIVE (FEB 2022 – PRESENT)

- Developing and implementing strategies to reduce cost, improve efficiency, and minimize risk in supply chain management
- Negotiating with vendors to obtain favorable terms, such as price reductions or extended payment terms
- Monitoring inventory levels and ordering additional supplies when necessary to ensure adequate supply of products to customers
- Managing assets such as facilities and equipment, including planning for repairs and replacements
- Identifying and implementing new technologies that can improve efficiency in supply chain management processes such as inventory management, shipping and receiving, and materials handling
- Evaluating current methods and procedures to determine if they can be improved
- Coordinating with internal staff as well as external vendors and contractors to ensure a smooth flow of goods and services through the supply chain
- Reviewing inventory records to determine what items are needed to restock stores or warehouses
- Managing inventory levels to ensure adequate supply of products at all times without overstocking or understocking stores

COMPUTER KNOWLEDGE

Social media , Ms office , Data base , Google Drive ,
Spreadsheet

Educational Qualification

BACHELOR IN BUSINESS ADMINISTRATION

Kannur University | 2015-2018

MBA IN HUMAN RESOURCE MANAGEMENT FINANCE

Kannur University | 2018-2020

Languages Known

English, Hindi, Malayalam ,

Personal Information

Date of Birth : 25/02/1998

Gender : FEMALE

Nationality : Indian

Religion : Hindu

Passport No : :V0534004

Martial status : Single

Declaration

I hereby affirm that all the details furnished above are true. I assure that, if I am placed, I will serve the firm with utmost genuineness and dedication.

YOUR'S SINCERELY,

DRISHYA MANOJ