

NARENDRA HEMLANI

Senior Client Advisor

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SUMMARY

Sales coordinator & Inventory control Dynamic Senior Client Advisor with 10+ years of experience leading organizations to meet strategic goals and drive growth. Adept at managing exports, leading cross-functional teams, and pioneering innovative strategies that achieve remarkable results. Skilled in swift issue resolution and idea execution, eager to contribute to your team's success.

KEY ACHIEVEMENTS

- Client Retention Increase**

Increased client retention by 30% over five years with strategic relationship management.
- Revenue Growth Achievement**

Boosted export sales revenue by 20% through efficient process management and client engagement.
- Operational Cost Reduction**

Reduced operational costs by 15% by implementing streamlined processes and inventory control.
- Client Satisfaction Milestone**

Achieved 95% client satisfaction rate by providing tailored advice and timely solutions.

EXPERIENCE

- 12/2014 - 01/2024

Jaipur, India

Senior Client Advisor

Charu Overseas (Wedding Invites Printing for US Clients)

 - Led international client engagement, fostering long-term relationships and driving business growth
 - Managed end-to-end processes for export sales, ensuring timely delivery and client satisfaction
 - Provided strategic advice to clients, tailoring solutions that meet their unique needs
 - Streamlined operations and contributed to business expansion in international markets
 - Coordinate with internal teams to meet client requirements and timelines
 - Address client inquiries, concerns, and issues in a professional and timely manner
 - Foster and maintain strong client relationships to ensure long-term collaboration
- 01/2010 - 12/2014

Jaipur, India

Account Data Entry & Inventory controller

Imagine Apple Store

 - Managed account entries and handled daily transactions accurately
 - Provided excellent customer service while processing payments and ensuring smooth store operations
 - Maintained inventory and provided data for financial records

EDUCATION

- 07/2009 - 04/2012

Jaipur, India

Bachelor of Commerce

Rajasthan University

LANGUAGES

English Advanced Hindi Native

SKILLS

- Microsoft Office

Tally

Inventory Management

Team Leadership

Manage Client Relationships
- Customer Advisor

Problem Solving

Handle Customer Enquiries

Client Communication

After sales service

PERSONAL DETAILS

Nationality - Indian Date of Birth - 13/10/1991 Visa Status - Visit Valid till 28/04/2026

Marital Status - Single