



Akhil Chandran

Sales & Marketing Coordinator



+968 9942 0833



akhilchandran7888@gmail.com



Seeb, Muscat

ABOUT ME

Results-driven and dedicated Sales coordinator who excels in developing and implementing new sales strategies, conducting sales reports and analysis, and preparing contracts. Offers good communication skills, excellent time management skills, and important ability to remain calm under pressure.

EDUCATION

MBA

Marketing, shipping and Logistics
Anna University, Chennai, India
2016 - 2018

BCom

Calicut University, Kerala, India
2013 - 2016

LANGUAGES

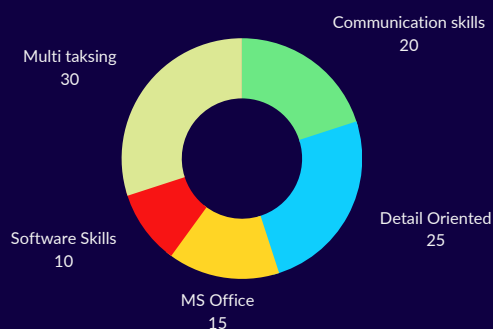
English

Malyalam

Hindi

Tamil

SKILLS



DRIVING LICENCE

Oman
India

WORK EXPERIENCE

Sales & Marketing Coordinator

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2021 - Till Date

- Completing the administrative needs of the Sales Department.
- Prepared contracts, productivity reports, proposals and letters.
- Manage account commissions for sales staff, calculating margin and sales numbers.
- Guiding sales teams to hit targets and increase company revenues.
- Monitoring the progress of the sales team and the performance of individual members.
- Participating in sales team meetings and making helpful contributions to any discussions.
- Working towards pre-set monthly or annual sales targets.
- Keeping accurate records of weekly and monthly sales figures on a computer database.
- Assisted the National Manager Sales on his day-to-day responsibilities such as pulling competitive analysis, customer data base reports & revenue projections.

Marketing/Sales Officer

2019-2021

Star Ash Tech Pvt Ltd. I Kerela, India

- Generated sales lead worth 1 million.
- Met and exceeded sales goals month on month.
- Negotiated and signed contracts with prospective clients.
- Prepared weekly & monthly sales reports and presented to the management.

Business Development Manager

2018-2019

Agro Vision Group Pvt Ltd. I Pune, India

- Developed new client base and generated additional revenue of .5 million in less than six months.
- Initiated self-research, planning & targeted new target markets to bring business.
- Persuaded sales leads through proper sales channel to achieve targets.
- Developed strong working relationships with other departments to assist in successful execution of all events.

Key Skills & Competencies

Professional

- Strong ability to multi-task, prioritize and execute.
- Ability to perform under pressure and stressful conditions.
- Customer service experience in an office setting.
- Can calculate figures and amounts such as discounts, commissions, proportions and percentages.

Personal

- Professional demeanor and attitude.
- A fast learner who can quickly understand and articulate new technologies and processes.
- Proficiency in Microsoft Office, CRM, and sales software programs.
- Enhanced ability to problem solve in a high-stress situations.