

Resume

NISHA MAHESHWARI

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- **CAREER OBJECTIVE:**

Accomplished and driven service manager with experience of coordinating operational and financial activities in a wide range of industries and sectors. Having a proven track record in developing new initiatives and cultivating effective relationships both internally and externally at a variety of levels.

- **ACADEMIC QUALIFICATION:**

Senior Secondary School from CBSE Board in 2013.

Higher Secondary School from CBSE Board in 2011.

Graduated in Bachelor of Arts From Delhi University.

- **WORK EXPERIENCE:**

- **Business Development Executive**

Cotgin Analytics August 2023 to Present

1. Client Relationship Management: Building and nurturing strong relationships with clients by understanding their needs, providing exceptional service, and maintaining open lines of communication.
2. Consultative Selling: Ability to understand the client's business challenges and goals and offer IT solutions that align with their specific needs and objectives.
3. Closing Deals: Proficiency in identifying the right moment to close a deal, overcoming objections, and sealing the agreement with a focus on achieving sales targets.
4. Product and Industry Knowledge: In-depth knowledge of IT products and services, as well as staying updated on industry trends, which enables more informed discussions with clients.
5. Effective Communication: Strong verbal and written communication skills to articulate complex technical solutions in a clear and concise manner to both technical and non-technical clients.
6. Negotiation Skills: The ability to negotiate terms, pricing, and contracts in a way that benefits both the client and the IT company.
7. Problem-Solving: Proficiency in identifying client issues and presenting IT solutions that effectively address those challenges.

- **Business Development Manager**

KSBM INFOTECH May 2022 to July 2023

1. Created and implemented strategy's, communication roll-out plans to ensure team progression.
2. Used excellent problem-solving and issue-resolution strategies to rectify difficulties quickly and effectively.
3. Led a team of highly motivated sales associates.
4. Seeking out, establishing and maintaining relationships with operational contacts within each client.
5. Accurately recording service times, job costing and invoicing in the Service Department.
6. Escalating operational issues to senior management.
7. Proactively developing and retaining key customer accounts.
8. Assisting in the development of a customer service policy for the company. Confirming that contracted payment terms are adhered to.
9. Closed long-term agreements through skillful negotiation.
10. Got great projects and deals in the field of Mobile App Development.
11. Got a very good business for the Company.

- **HUMAN RESOURCE EXECUTIVE**

SUPEER PINEER CO.

2017- 2018

1. Interacting with new job seekers
2. Creating new referral programs
3. Overseeing our hiring processes
4. Telephonic interview management

- **CUSTOMER RELATIONSHIP OFFICER**

INTERNATIONAL ACCURATE CERTIFICATION PVT.LTD. 2017- 2018

1. Seeking out, establishing and maintaining relationships with operational contacts within each client.
2. Accurately recording service times, job costing and invoicing in the Service Department.
3. Escalating operational issues to senior management.

- **HEALTH CONSULTANT**

CERAGEN INDIA PVT.LTD. 2014 - 2017

1. Proactively developing and retaining key customer accounts.
2. Assisting in the development of a customer service policy for the company.
3. Confirming that contracted payment terms are adhered to.

- **KEY SKILLS:**

1. Strong communication and presentation skills
2. The ability to influence and negotiate with others
3. Commercial awareness
4. The ability to think creatively and strategically
5. Organizational skills
6. Self-motivation and the ability to be motivated by targets
7. Resilience Basic
8. IT skills.

- **HOBBIES:**

1. Traveling.
2. Listening Music.

- **PERSONAL DETAILS:**

FATHER'S NAME : Suresh Maheshwari

GENDER : Female

Date of Birth : 14 Mar 1996

Nationality : Indian

Religious : Hindu

Languages Known : Hindi & English

Marital Status : Unmarried

- **DECLARATION:**

I here declare that above mentioned information is correct up to my knowledge and I Bear the responsibility for the correctness of the above mentioned particulars.