

Ruma Sarkar

Business Development Executive

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**C-1108, Vrindavan
Godrej Garden City
Jagatpur, 382470
Ahmedabad, Gujarat**

PROFILE:-

Dedicated & resourceful professional with significant experience in Business development, Channel business development, Online sales and services. A Strategic planner for building new prospects, client base & system that facilitate consistent follow-up & foster client satisfaction. This depiction helps me to explore myself fully and realize my potential to execute my ideas and thoughts for the services and solutions I am involved in. Looking for an opportunity to work as a key player in a challenging and creative environment, where my strings are attached to the organization's value, virtues and integrity.

CORE COMPETENCIES

- Analytical, creative & conceptual thinker.
- Persuasive communication and interpersonal skills
- Better client serving with consistent follow-ups.
- Adaptability & flexibility to the work environment.
- Better convincing and negotiable ability
- Organizational and time management skills
- Computer competency.

PROFESSIONAL EXPERIENCE

1. **ZealousWeb Technologies Pvt Ltd.**
3rd, Feb, 2019 - Present
Business Development Executive

Ahmedabad

Key Responsibilities:-

- Currently working as a Client acquisition specialist for International market specially for UK, Europe, US, Canada, Australia, New Zealand and gulf countries.
- I acquire leads from CRM, linkedin, freelance portal like slack, discord, stack overflow, google, Upworks and then get connected to them, nurture those leads by persistent follow up and try to build up good business relationships.
- Try to set up initial meetings, acknowledge their requirements, suggest how our solutions can help them over call and emails, and linkedin messages.
- Well versed in our solutions and services like website development, digital marketing, e-commerce platform, mobile app and IOT.
- Knowledge in submitting proposals and responding to customer needs and managing the sales process from opportunity identification to customer sign off.
- Take internal knowledge on the and project review, attend group meetings, discuss ideas, innovations, bugs or disadvantages held in and etc related to the project.
- Which helps me to be updated over the project and maintain a good relationship with the existing clients.
- I am habitual to create my own content for emails and presentation abilities, keeping valid documentation of the clients, maintaining excel sheets etc.
- Also keep myself updated on the new technologies, our competitors, tech news, Industrial economical and financial status, market segmentation etc which helps me to be more confident to pitch a client.

2. KY2SC PVT. LTD.

Ahmedabad

Channel Executive

24th, Sep,2018 – 28th, Feb,2019

Key Responsibilities:-

- I worked with KY2SC Channel Pvt. Ltd. as a Channel Executive for the partners/resellers and distributors of Africa Zone since 24th'Sep, 2018.
- My work role was to find new Partners, Distributors in the Africa zone, approach them with our business proposal to be our Partners/Distributor of the brand we are selling.
- I then arrange a webinar meeting for sales and technical presentation with a live demo of the product.
- Once the webinar completion is done then finalize the partner/distributor for the country, negotiate the product price and make the deal.
- Also, we help our partners and distributors through constant support by providing necessary detailed information on product updating, awareness and its market competitor.
- Then constant follow up with the partners/distributors through calls and emails until the closure and sales achievements.

3. Caratlane Trading Pvt. Ltd.,
Online Sales and Service
9th'Oct,2017-29th' June,2018

Chennai

Key Responsibilities:-

- I worked as an online sales and service consultant at Caratlane Pvt. Ltd on a process called Try-At- Home.
- My role was to coordinate between the Customer and the Area Sales Executive.
- This profile involves scheduling customer appointments from the emails we get which are converted into each individual lead.
- Confirmation of each appointment is done by calling the customer and fixing the appointment according to their flexible and requirement date.
- It basically deals with confirming the customer appointment, setting a meeting of the sales executive and the customer and placing an order.
- Further liaising with customer & closing sales through order placed online, which involves strategic negotiations on the offers availed by the customer with all description of the price breakup on the product.

4. CCS CORP(KPO)
14th'Feb-31st'May,2017
Network Support Engineer

Chennai

Key Responsibilities:-

- I worked as a Network Support Engineer for US Customer in a networking process called Belkin products which includes Router, Range Extender.
- I used to provide technical support to the customer as a customer service for the issue they face in connecting their internet at home, office or personal use.
- At critical situations we also required to take remote access of the router, range extender to fix the issue.
- Also required to make indirect sales by providing premium service or pitching for new products.

ACADEMIC QUALIFICATION:-

Course	Institute	Board/University	Year	Score
B.Tech	KCG college of Technology, Chennai	Anna University	2013-2016	64.8%
Diploma	Bharath Polytechnic College, Chennai	D.O.T.E	2010-2013	73%
Matriculation	Don Bosco School, Agartala	C.B.S.E	2010	65%

Projects :-

Project Title	Project description and learning's
Automatic Detection Of Tuberculosis Using Neural Network	It is about using digital image processing system in medical fields
Restaurant Management System	It is about how to use the advanced technology of embedded systems.

INDUSTRIAL VISIT

- VI Microsystem Pvt. Ltd.
- All India Radio
- Doordarshan

ACADEMIC PARTICIPATION

- Workshop on Mobile Handset Servicing.
- IETE Poster Presentation on Automatic Detection Of Tuberculosis Using Neural Network.

PERSONAL DETAILS

Date of Birth : 16th, June, 1993

Marital status : Single

Nationality : Indian

Hobbies : Reading books, arts and crafts, listening music

Language Known : English, Hindi, Bengali

DECLARATION

I hear by declaring that the above furnished details are true to the best of my knowledge & belief.