**CURRICULUM VITAE**

**Mr.Vinodh Kumar.K** D.No. 14-157, Renigunta Road,

Autonagar,Tirupathi-517501.

**Mobile:** +91- 9700245116

**Mail ID:** [mrvinod0041@gmail.com](mailto:mrvinod0041@gmail.com)

**OBJECTIVE**:

Seeking a challenging position in which my knowledge skills, to innovate and explore new ideas in my assigned work, to reach greater height in my technical career with the development of the team, company and to keep in phase with upcoming technologies by my best effort.

**PROFESSIONAL EXPERIENCE**:

* Having total **5+** years of experience in Sales and Collection.
* Working as a **Collection and** **Associate** in M**/s Johnson Lifts Pvt ltd., Tirupathi** August 2016 to present.
* Especially providing the SITC & AMC contract to **TTD** and **South central railway’s** departmental projects**.**

**ROLES & RESPONSIBILITIES:**

* Provide Elevators / Escalators to the private and government projects.
* Soliciting new clients through cold-calling, emailing, advertising and seminar-hosting.
* Site visiting for which model is suitable on the customer requirement.
* Making the (SITC / AMC) contract between company and customer.
* Collecting the payments from the customer quarterly and half yearly basis.
* Preparing daily / weekly reports for different departments as per their standard formats & maintaining the update reports in the Oracle.
* Mailing to the corporate office for any further approvals.
* GST Tax invoice providing to customers and reporting to the taxation dept.
* Coordinate the branch HODs to complete the project.
* Responsible for overall branch operations and profitability of the branch.

**SKILLS:**.

* Proven Proficiency in all Microsoft Office applications/computer knowledge.
* Maintaining a positive attitude and understanding the customer needs.
* The ability to analyze financial data and convert lead into sales.
* Experience in financial product sales / any other sales.

**ACADEMIC PROFICIENCY:**

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| --- | --- | --- | --- | --- |
| Name of Degree | University/ Board | Institution | Year of Passing | Percentage |
| MBA (HR & Marketing) | Sri Venkateswara university,  Tirupati. | Gate Institute of Technology & Management Sciences, Tirupati. | 2016 | 71% |
| BBM | Sri Venkateswara University,  Tirupati. | Gate Degree & Pg College,Tirupati. | 2014 | 60% |
| MPC | Board of intermediate education, AP,. | Sri Srinivasa Junior College,Renigunta. | 2011 | 45.5% |
| SSC | Board of school secondary education, AP | Z.P.H (Boys) High school, Renigunta. | 2009 | 74.6% |

**PERSONAL DETAILS:**

**Father’s Name** : Mr. Bhaskar. K

**Date of Birth :** 24th December 1992

**Gender :** Male

**Nationality :** Indian

**Marital Status :** Married

**Languages Known :** English, Tamil, Telugu.

**DECLARATION:**

I declare that the information and facts stated above are true and correct to the best of my Knowledge and belief.

**DATE**:

**PLACE**: (Vinodh Kumar.K)