**Dheeraj R Mishra**

**Address:**        Hemraj mishra ,near jangid hospital,mishra lane, nawalgarh, jhunjhunu, Rajasthan.  
**Phone:**    +91-9004713521  
**Email:**              mishradheeraj1110@gmail,com

**Objective**

To gain experience in the field of sales & marketing and also utilize my skills, in order to increase productivity of organization and individual growth.

**Skills**

* 5.10+ years experience as Sales Executive.
* Computer literate; knowledgeable in word processing, Excel spreadsheets.
* Fast-learner; can understand product descriptions and key selling points quickly.
* Perfect sales personality; friendly, patient, persuasive, pleasant disposition, with a positive attitude.
* Proactive; self-motivated attitude to help customers.
* Excellent communicator with great interpersonal skills.

**Work Experience**

**Relationship Manager; Aug 2018 to 21 jan 2021**Navnit Motor Pvt Ltd, Thane West, India.

**Responsibilities:**

* To deal in Passenger vehicles.
* Assists all walk-ins; invites them for a quick discussion about their needs and wants in a vehicle, provides suggestions and advises them of monthly promo.
* Provides educated recommendations based on customer’s needs and objectives.
* Assists customers in finalizing the purchase of the product; processes type of payment.
* Immediately attends to customer complaints and works to have it resolved in the fastest way possible.
* Expertise in sales field.
* Ensuring after sales services are properly provided to the customers or not.

**Sales Executive; Nov, 2015 to July 2018**Hallmark Honda Automobiles, Thane west, India

**Responsibilities:**

* To deal in Passenger vehicles.
* Provides educated recommendations based on customer’s needs and objectives.
* Assists customers in finalizing the purchase of the product; processes type of payment.
* To recommend customers and demonstrate the product.

**Salesman; Jan 2015 to Nov 2015**Bafna Tata Motors, Thane West, India

**Responsibilities:**

* To deal in Commercial vehicles.
* Attended to all phone inquiries.
* Assisted customers in processing payments and discounts.
* Attended to all customer complaints in a friendly, professional manner.

**Education**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sr.No. | Qualification | University/Board | Year of Passing | Percentage |
| 1) | B.C.A | Mumbai | 2015 | 70.40% |
| 2) | H.S.C | Rajasthan | 2011 | 55.00% |
| 3) | S.S.C | Rajasthan | 2009 | 60.00% |

**Personal information**

* Father’s Name: Rajendra Mishra
* Mother’s Name: Saroj Mishra
* Nationality: Indian
* Gender: Male
* Status: married
* Date of Birth: 11th October, 1990
* Hobbies include watching movies, playing mobile games.
* Languages known are English, Hindi, Marathi, Marwari.

**Declaration:**

The above information is true to the best of my knowledge. I understand that any incorrect information may lead to disqualification.