



PREM PRAKASH RAI

WORK EXPERIENCE

ASSISTANT MANAGER SALES

THE MANOHAR-HYDERA | MAR 2020 - MAY 2020 (LAID-OFF)

- Supervising and guiding the sales team as well as providing incentives to motivate staff to achieve sales targets
- Monitoring the performance of the sales team.
- Building and maintaining good working relationships with customers.
- Identifying opportunities and strategies to increase sales
- Regularly attending sales meetings and training sessions
- Performing all duties of the Sales Manager in cases of absence or emergency

VENUE SALES MANAGER

Oyo/Weddingz.in | OCT 2019 - DEC 2019

- Answer all incoming inquiries.
- Introduce the venue to all the walk-in Customers.
- Keep Contact with the existing customers.
- Maintain good relation with the venue owner.
- Work with the corporate team.
- Maintain polite and professional communication via phone, e-mail, and mail.

EVENT SALES EXECUTIVE

HYATT CENTRIC MG ROAD BANGALORE | JUNE 2018 - JUNE 2019

- Establishing client base of organizations, corporate and social businesses through direct outside and inside sales effort for the purpose of securing business for the hotel thereby achieving increase sales and maximizing profit in assigned territory.
- Establishing, maintaining and building relationships at all levels, Booker - influence decision makers in the industry.
- Make sales appointments and cold calls to consistently prospect accounts or all direct sales.
- Invite clients to the hotel for entertainment, lunches, tours and site inspections, etc.

MANAGEMENT TRAINEE (SALES & MARKETING)

THE CHANCERY GROUP OF HOTELS BANGALORE | JUNE 2017 - JUNE 2018

- Meeting in house guests during breakfast time to attain feedback on their stay on daily basis.
- Excelled in achieving guest delight and thereby creating brand loyalty in clients which contributes towards the revenue/ profit targets.
- Solicit assigned accounts to achieve banquet revenue and to improve performance in the marketplace.
- Maximize productivity by ensuring that sold business is aligned with the hotels revenue management strategies
- Handled existing accounts and developed new accounts for the organization thereby increasing the revenues.
- Ensuring strong follow ups on tentative banquet booking, social and corporate blocks.
- Taking constant feedback from corporate and social guests.
- Invite clients to the hotel for entertainment, lunches, tours and site inspections, etc.
- Giving personal attention to the guest issues and creating 100% guest satisfaction.
- Meeting in house guests during breakfast time to attain feedback on their stay on daily basis.
- Excelled in achieving guest delight and thereby creating brand loyalty in clients which contributes towards the revenue/ profit targets.
- Solicit assigned accounts to achieve banquet revenue and to improve performance in the marketplace.

PROFESSIONAL SKILLS

Convincing Skills
Public Relation Skills
Keen Observer
Team player
Fast learner
Time Management
Analytical and Reasoning Ability

PERSONAL SKILLS

Creative Spirit
Reliable and Professional
Organized
Motivated
Adventurous

TECHNICAL CREDENTIALS

MS Word
MS Excel
Opera
CRM
Envision

CONTACT

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EDUCATION

2014-2017
SRM IHM
Bsc Hotel Management

2009-2013
Kamal Model Sen. Sec. School
Secondary & Sen. Secondary