

**Ms. Nikhil Bharat  
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*To,*

*HR Head/ HR Manager,*

*Respected Sir/Madam,*

*Being given to understand that there are few vacancies existing in your esteemed organization for the post of **Sales and Marketing**. I wish to apply for the same said post. With this application letter, I have attached my Curriculum Vitae (CV) for your evaluation.*

*I request you to kindly consider my application and provide me an opportunity to serve your grandeur organization. If given a chance, I shall discharge all my duties diligently and to best of my abilities.*

*Thanking you and looking forward for a favorable response. Yours*

*faithfully*

**Mr. Nikhil Bharat Soni**

## **SALES MANAGEMENT**

*Domestically acclaimed professional possessing impressive records of career advancement along with excellence in reducing costs and maximizing profitability through successful account and customer relationship management approaches, and the introduction of strategic, productivity-enhancing initiatives.*

*Broad knowledge base and skill set incorporates strong command of all areas of business management and development, as well as expertise delivering sales across multiple industries and sectors. Talent for coordinating interdepartmental functional and cross-functional teams to exceed targeted objectives.*

### **CORE COMPETENCIES**

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- *Market research & analysis.*
- *Dynamic, Ambitious, result oriented*
- *Ability to work in a multicultural environment.*
- *Adaptability and Keenness to undertake any suitable work.*
- *Good team player.*
- *Sincere, Hard Working, Punctual, Leadership Skills.*
- *Open minded and non-Judgmental.*

### **RELEVANT WORK EXPERIENCE**

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**Ivenus – Iphone Mobile Store**

**Dec-2021 till**

**Date Designation – Sales Executive**

#### **Key Responsibilities**

- *Handling Walking Customers*
- *Looking for Sales after Sales Service*
- *Understanding customer requirement*
- *Managing mobile inventory*
- *Preparing bills*
- *Following up with customer*

□ *Always Target Achievable*

**Shelter Solution**  
**August 20 11 Mar 20 18**

**Designation – Sales**

**Executive Key**

**Responsibilities**

- *Giving proper guidance on calls about the project*
- *Fixing the appointment's with customers on calls*
- *Following up with customers as per their interest*
- *Always Target Achievable*
- *Handling Walking Customers*
- *Participating in Exhibitions & Various Branding Events with Team*
- *Posting Projects on online Property Portal*

**Sezal Glass**

**January 2008 till Dec 20 10**

**Designation – Sales**

**Counselor Key**

**Responsibilities**

- *Sales of furniture & Artifacts*
- *Recovery Balance Payment*
- *Handling Back End Sales*
- *Dealing with other clients*

☐ Always Target Achievable

### **Education Qualification**

<b>STANDARDS</b>	<b>STANDARDS</b>	<b>BOARD/UNIVERSITY</b>
2008 -2009	H.S.C	B.S.E International School
2006- 2007	S.S.C	St.Lawrance High School

### **Career Objective-**

*To acquire a respected, leading, and challenging position with a prominent organization which helps in employing my skills, competencies, capabilities and offers professional growth while being resourceful, innovative and flexible, resulting in the overall development of the organization's productivity*

### **COMPUTER PROFICIENCY**

- *Certificate course in Computer Technology (CCCT).*
- *Well versed with MS office tools.*
- *Internet Survey*

### **INTEREST & ACTIVITIES**

- *Driving , Listing to Music & Visiting New Places*

### **PERSONAL DOSSIER**

*Date of Birth: 09<sup>th</sup> June 1987.*

*Sex : Male.*

*Marital status : Married.*

*Languages : English, Hindi, Marathi and Gujarati*

*I consider myself familiar with above mainframes aspects. I am confident of my abilities to work hard. I hereby declare that the information furnished above is true to the best of my knowledge. No attempts have been made to falsify.*

*I believe in adaptability and flexibility in stressful and changing situations.*