



SAJJAD BEIG

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🏠 RT Nagar post Bangalore, India



OBJECTIVE

Want to build a career in progressive organization that will effectively utilize acquired Expertise, Attitude, Dedication, Commitment, and Creative Talent

CAREER SUMMARY

Independent worker with high energy and great communication skills having Couple a years of technical and customer service experience In Information technology companies, and also built up considerable sales professional skills over the past years Reliable and friendly able to work with little oversight and collaborate in team environments.

EDUCATION

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|-------------|---|---|
| 2009 | - | Secondary School Certification SSLC, Deccan international. India Bangalore |
| 2011 | - | Pre - University course 2 PUC, Reva Independent University. India Bangalore |
| 2014 | - | Bachelors of Business Management (BBM) Sheshadriprum Composite University. |

Work experience

Accenture India Private Ltd, (11-7-14 - 31-12-15)

Process: Process Associate (N Power) Utilities. Customer Tech support – (contract)

Responsibilities: verifying the problem with the customer's account and resolving

Worked on (SAP and CRM)

Worked location: Eco space Tech Park Bangalore, India

Prodat IT solutions India Private Ltd, (1-1-15 – 29-6-15)

Process: Process Executive Customer support – Document management software (Contract)

Responsibilities: Guiding the clients about the software, and software service related queries

Concentrix India Private Ltd (08-03-16 – 10-1-17)

Process: Customer support (DMC) – **Backend process executive** from

Responsibilities: Background verifying the details of the IBM clients and finding their locations and updating the right details

Worked location: Manyata Tech Park Bangalore, India

Gulf Carton Factory Company (08-2017 – 11-2019)

Worked as **Sr. Sales Representative** managing accounts, Responsible to maximize and close the sales and collection of due on Time Negotiating orders & contracts with customers Building relationship and Creating New leads with serving the customers across the region. Coordinating sales effort with sales Management, accounting, logistic and production team. Conducting market research to identify sales opportunities and evaluating customer needs

Location: Riyadh and Dammam

Simplilearn (12-2020 – 8-6-2021)

Worked as Account Manager ROW **Sr. Inside sales specialist** managing accounts worldwide, creating new Leads Generating revenue and serving the customers across the globe.

Location: HSR Layout, Bangalore India

PROJECTS

Company Name: Prodat IT solutions

Project: Social welfare and office infrastructure

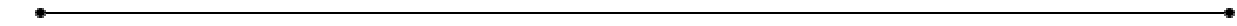
SKILLS

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- ✓ Microsoft office (Daily User)
 - ✓ Outlook (Daily User)
 - ✓ Notes (Daily User)
 - ✓ IT Skill basic (worked on SAP and CRM)
 - ✓ Salesforce

LANGUAGES

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- | | |
|--------------------------|----------------|
| ✓ English : Fluent | Tamil – Fluent |
| ✓ Hindi : Fluent | |
| ✓ Urdu : Native | |
| ✓ Arabic : Nearly fluent | |
| ✓ Kannada : Fluent | |

Leisure



 Travelling

 Family and Friends

 Interior décor

Note:

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief. References can be provided.

