

Nadanan.V.T

Mobile: +971 55 4657079 / +91-6374736126

Mail id- vtnadanan.atts@gmail.com

Dubai- United Arab Emirates.



Marketing/ Sales Professional

Summary

Business Development professional with 8+ years of experience in the field of Auditing, Accounting and Financial Services across Middle East and India.

Skills

Business Development

Business to Business Sale
Market Research
Developing new accounts
Client retention
Lead generation
Commercial Procurement

Managerial

Report Writing
Technical Aptitude
Administrative Skills
Problem solving
Client management
Proposal and Negotiation

Personal

Leadership
Highly Motivated
Can handle stress
Always Proactive
Well organized
Team player

Working Experience

Working as Marketing Officer cum Admin at Puthran Chartered Accountants in Dubai, UAE from April 2013 to present.

Job Responsibilities

- Develop marketing strategies, building client relationships, writing proposals and negotiations.
- Fixing and attending meetings with high end clients and professionals
- Finding new customers, generating inquiries from the lead and converting it to the order
- Ability to develop and manage business relations with 'CEO's', 'CTO's', 'President', 'VP's/ Directors', who have the authority to make decisions with respect to services offered.
- Involved in account management activities and updating the clients on a regular basis
- Making clear terms with the customers for providing services and payments.
- Following up with customers at the right time for resolving payments and deposits.
- Promote our services and company profile all free zones areas in UAE.
- Follow up with the left clients and already visited clients to make a new proposal again.
- Fixing the meeting with all major bankers and free zone officials to maintain our records with them as approved auditors.
- Managing the basic IT solutions to the company and maintaining the records for all the renewal related works.
- Arrange the documents for the VAT submission and prepare it in excel sheet.

Worked as Business Development Associate in Reliance Life Insurance from April 2012 to March 2013

Job Responsibilities

- Responsible for generating sales and achieving sales target
- Generating sales in Child plan insurance
- Develop new relationships and nurture the existing one
- Maintain good relationship with clients
- Marketing and promotional activities of product
- Closure of business within the specified time

Project / Internship

Successfully completed project work at Inq Technologies in the field of Marketing and sales.

Successfully completed project work at Reliance Life Insurance in the field of Marketing and sales.

Education Qualification

- Master of Business Administration in Marketing & IT with 78% from S.R.M University (India) in May 2012.
- Bachelor of Science in Information Technology with 82% from K.S.R College of Engineering (India) in April 2010.

Areas of Interest

Business development, Sales and Marketing.

Administration

Information Technology

Languages Known

Speak - English, Tamil, Malayalam and Hindi.

Read/Write- English, Tamil.

Personal Details

Father's Name	:	Mr. A.Tamilarasu
Date of Birth	:	7 Jun 1990
Nationality	:	Indian
Marital Status	:	Married
Visa Status	:	Employment Visa
Driving license	:	Valid UAE Driving license.
References	:	Available upon request

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