



Mr. Binod Kumar Chaudhary
Mobile No: 0569656955
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Address:New Sanaya, Ajman

Summary

A customer obsessed individual who has the merchandising skills and experience needed to bring Value to the company. Has ability to promote the right products , at the right time , in the right quantities. A profit focused individual who will always balance a customer's needs with a company commercial and business goals.

Career Objective

To work in an establishment that will offer opportunities to enhance my career and contribute to my professional and personal growth, with a view to contribute to the improvement of the workplace and development of the organization in the true spirit and atmosphere of mutual respect, cooperation and service.

Educational Factors

- 10th (S.L.C.) In The Year 2008 From Namuna Vidya Boarding School.
- 12th In The Year 2011 From D.A.V Higher Secondary School..
- Diploma In Computer Applications From Niit.

Key Skills

- Proficient with Microsoft Windows and Microsoft Office, Internet, Computer Network, Troubleshooting.
- Excellent problem solving and communication skills.
- Able to multitask and prioritize accordingly with Ability to establish rapport with customers and clients.
- Strong listening skills & Problem solving with Additional knowledge about computer.

- Show presentations, demonstration and product training for client benefit.
- Use customer service skills to heighten sales opportunity of each customer contact. Process transactions and respond to product - service inquiries in a responsive, accurate and timely manner.
- Share best practices, ideas, approaches, know-how, cross-selling opportunities and market-knowledge between various groups across the organization.
- Knowledge of Excel and power point.
- Knowledge of policies and procedures of the assigned department.
- Able to understand and carry out instructions.

Professional Background

1. Apr 2011- Aug 2012. Nepal Bazar International Pvt. Ltd . (Morang, Nepal) **Sales Representative**

- Identified and responded to opportunities to boost sales and increase in store volume.
- Reported and informed the management about the new product and promotion of main competitors
- Provided customers with information and explanations on product functionality.
- Engaged in all field work that has to do with promotion or launching of new product into the market.
- Monitored and organized stock and inventory, assessed inventory and ordered new products.
- Attends Trainings and Seminars to enhance more skills and stay competitive in the market.

2. Jan 2013 –Mar 2014 Gorkha Department Store (Morang,Nepal) **Sales Representative**

- Sells products by establishing contact and developing relationships with prospects; recommending solutions.
- Maintains relationships with clients by providing support, information, and guidance; researching and recommending new opportunities; recommending profit and service improvements.
- Identifies product improvements or new products by remaining current on industry trends, market activities, and competitors.
- Identifies business opportunities by identifying prospects and evaluating their position in the industry; researching and analyzing sales options.
- Prepares reports by collecting, analyzing, and summarizing information.
- Contributes to team effort by accomplishing related results as needed.

Sales Assistant

- Ordered and managed stock; stocked shelves
- Served and assisted customers on checkouts
- Answered the phone and helped with queries/complaints, remaining professional at all times
- Helped train new members of staff
- Creating a welcoming environment and providing excellent customer service including learning about products

Area of Expertise

- ✓ Customer service specialist with Strong communication, organizational, and leadership skills.
- ✓ Good command over Microsoft office, email and internet.
- ✓ Experienced in keeping record of suppliers, customers and vendors.
- ✓ Ability to deal with people in multiple languages.
- ✓ Ability to work in a team environment or independently.
- ✓ Excellent customer service and problem-solving skills.
- ✓ Experienced multi-tasking abilities and focus – *get the job done!*

Personal Summary

Name: Binod Kumar chaudhary
Present Address: New Sanaya, Ajman, UAE.
Permanent Address: Morang, Nepal.
Date of Birth: 21st Nov, 1992
Nationality: Nepalese
Marital Status: Single

Passport and Visa Information

Passport No.: 06739584
Visa Type: Employment Visa (Transferable)
Driving license no. 329110 (Ajman)

Language

- ✓ **Nepali** Native
- ✓ **English** Excellent written and spoken.

- ✓ **Hindi** Excellent written and spoken.
- ✓ **Arabic** Spoken.

"I hereby assure on my honor that all the data stated in my resume is true, and I did not leave out any important facts."

Applicant
Binod Kumar Chaudhary