### CURRICULUM VITAE

 **ABHAYSHARMA** **Contact number🕻:-**+919910590853

 1924/3 Rajeev nagar **Email id**  **: -abhaysharmajhs@gmail.com**

 Gurgaon, H.R, India, Pin code-122016

**Objective: -**

 To gain experience and skill while working in reputed organization and to explore my talent using all my knowledge and effort.

**PROFESSIONAL EXPERIENCE:-**

Currently working **at Khanna Paper Mills As an Senior Executive,**

 Sep-2013 to till date .It is Manufacture All Type writing Paper , Paper, Board , Newsprint Our **Board Paper Customer** is- Nestle, Moser Baer, Hindustan Lever, Navneet Publication Pvt Ltd, Samsung Phones, Haldiram's, Havel’s, Ranbaxy, Paras Pharamantial, Verka , MBD Publication , Anchor **Newsprint Customer:-** The Times of India, Dainik Bhaskar, Rajasthan, Patrika Pvt Ltd, Hindustan Times Media Ltd, Nai Dunia Media Pvt Ltd, Punjab Kesri, Sakal Paper Ltd, Amar Ujala Publication Ltd, Prabhat Khabar, Daily Ajit

**CURRENT JOB RESPONBILITY:-**

* Identifies new Business Opportunities
* Monitoring Dealer wise Daily order And daily Sales And Taking Suitable Counter measure
* Monitoring Of Payment Status And Following up For Payment Collection.
* Coordinate with warehouse for supply Discrepancy And resolve dealer Issues
* Regular Follow-up with Market for Competitors Activity And Price.
* Ensuring Availability of all Promotional item Like Poster & POP at Designated Area at the Network.
* Maintains relationship with Clint by Providing support Information and Guidance Researching and Recommending new opportunities recommending profit and service Improvements
* Understanding capabilities of all suppliers capabilities, lead times and arrange planning activities accordingly.
* New Vendor developments, Expending the network.
* Consolidate demand & co-ordinate with supply team to ensure timely delivery of material
* Monitoring stock at warehouse location & track material movement
* Material planning, purchasing, scheduling & follow up with suppliers to ensure timely availability of material
* **Bridgestone India Automotive Product Pvt. Ltd. As a Marketing Executive since Aug 2011 to Sep 2013**.

M/s Bridgestone Automotive is a group company of M/s Bridgestone Corporation, Japan-World leader in Manufacturing of Tires & Diversified Products (Ant vibration Products for Automobiles). Bridgestone Corporation having over 200 Plant across the world with consolidated turnover of 40 Billion USD. Bridgestone Automotives is having two plants in India-manufacturing Anti-vibration Products for Maruti Suzuki, Honda, Nissan, and Toyota.Facilities available Pre-treatment (Decreasing, Shot Blasting, Phosphating, Coating) Rubber Mixing, Injection Molding, Painting & Assembly.

**Role and Responsibilities**:

* Participated in B2B promotional activities to showcase Bridgestone Components in Various Forums.
* Doing commercial activities and negotiations with the clients
* Finding new business opportunity in -auto companies
* Maintaining records and providing weekly and monthly analysis of clients to Top Management
* Understand clients requirements and present product & solutions appropriately to make sales.
* To interact with Production or PPC for Dispatch & Schedule related issues.
* Interaction with customer for Schedule & Supply Issues.
* Preparing the Sales forecast data
* Maintaining database for payments
* Preparation of Payment collection plan and receipt of payment as plan.
* Updating information’s like payment, Next month schedule, line & warranty rejections --etc. to management & other concerns
* Receiving RFQ & making Quotations for price increase.
* Monitoring the daily, weekly and monthly reports for MIS (Management information System).
* To prepare the Monthly Review Meeting Presentation.
* To maintain the 5S/3S of the Dept

**Academic Qualifications: -**

* MBA (Marketing & HR) 2011 From GPTU With Good Second Division
* B.sc (Chemistry)-2009from **Bundelkhand University** with first division
* Intermediate-2006 from **UP board** with second division
* *High school- 2004 from* ***UP board*** *with second division*

 **Computer proficiency skills: -** MS office,Tally,ERP,SAP

 **Awards & Achievements: -**

* First prize winner in **‘Cricket** at District level
* Second prize winner for ‘**Cricket** at Mendel level

 **Strengths: -**

* Ability to work smoothly in pressure
* Easily adaptable to change
* Hard working & fast learner

 **Hobbies: -** Listening music, & Playing Cricket,

 **Personal details: -**

 Father’s Name: - Mr. Aditya Mani Sharma

 Date of Birth: - 25-07-1989

 Nationality: - Indian

 Marital Status: - Single

 Languages Known: - English, Hindi

 I, hereby, declare that all the information given above is correct to the best of my knowledge.

 ***Date:***

 ***Place: (*Abhay Sharma*)***