

DHIRAJ MENDHA**Email: dhirajmendha001@gmail.com****Sales Specialist at XLNC Technology,
Mumbai, Maharashtra.****CAREER OBJECTIVE**

To work in a reputed organization that provides me with ample opportunities to gain immense exposure as well as expand my knowledge and skillset while ensuring the goals of organizations are accomplished.

KEY SKILLS

- Self-awareness and life-long learning skills
- Flexibility skills.
- Creative problem-solving skills

WORK EXPERIENCE**XLNC Technology****April 2022 - Present**

Sales Specialist

Around 6 Month of relevant experience in Sales B2B, B2C.

Responsibility:

- Responsible for building customer relationship and developing B2B rapport within the designated sales territory
- worked with business partners regularly from an inside and outside sales perspective.
- Assisted clients with purchases, concerns, and product information.

Trident**Dec 2021 - April 2022**

Front Office Associate

Responsibility:

- Greeted guests and responded to guest inquiries, requests, and issues in a timely, personable, and efficient manner to resolve guest concerns.
- Administered personal assistance to the guest and a sincere farewell at the end of the conversation.
- Always made sure to offer further assistance and to provide an alternative.

EDUCATION**Bachelor in Hotel Management****June 2018 - June 2021****Rizvi college of Hotel Management, Mumbai University, Mumbai.
CGPA 8.03****HSC****May 2016 - May 2018****K.P.B Hinduja College, Mumbai
Result: 53.38 %****SSC****April 2015 - April 2016****Sardar Vallabhbhai Patel Vidyalaya, Mumbai
Result: 55%**

CERTIFICATIONS

- Certification in completion of Business Development & B2B Sales for Startups.
- Honored with certificate of appreciation for being consistent and hardworking and earned the reputation of a dedicated student with an eagerness towards learning.

Interests

- Travelling and exploring different places.
- Playing Badminton.

All the information mentioned in the resume is correct to the best of my knowledge and belief.

Dhiraj Mendha.

