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Telecommunication / Manager

Residential Country : India Nationality : India
Resume Title : Manager Marketing Notice Period : 1 Days

EDUCATION

| Qualification | Institute / College /university | Year | Country |
|---------------|---------------------------------|------|-------------|
| Mba/pgdm | | 0000 | Not Mention |

CAREER SUMMARY

| Position | Employer | Country | From Month/ Year | To Month/ Year |
|---------------------------|--|---------|---------------------|-------------------|
| Manager Marketing | Quantum Information Services Private Limited | India | 10/2006 | / |
| Centre Co-Ordinator | Polyglot Institute | Oman | 04/2002 | 09/2006 |
| Asst. Centre Co-Ordinator | St. Angelo?s Computers Ltd | India | 04/2001 | 03/2002 |

ADDITIONAL CERTIFICATE AND TECHNICAL QUALIFICATION

| Name Of The Course | Course Date | Valid Upto | Name Of Organisation |
|--------------------|-------------|------------|----------------------|
|--------------------|-------------|------------|----------------------|

Current Salary (Monthly In Usd): Not Mention Expected Salary (Monthly In Usd): Not Mention

Additional Skills :

Work Experience Oct 06 – till date - Manager Marketing
Quantum Information Services Private Limited, Mumbai

- Leadership, direction and management of six sales and CSE (Customer Service Executives)
- Responsible for tele-sales and marketing activities for Equitymaster's Independent Research based subscription services
- Responsible for providing online and offline client support by email and telephonic calls
- Responsible for managing and marketing of investor meet programmes at different locations in India
- Management of promotional activities such as trade shows, literature and brochures

Apr 02 – Sept 06 - Centre Co-ordinator

Polyglot Institute, Muscat, Oman

- Training Coordinator with immediate responsibility for a staff of four Training Administrators
- Responsibility for implementation of new training Programs on site
- Responsible for the co-ordination of the training department and creating new in house courses
- Responsible for ensuring that the training budget is balanced to include adequate internal training courses and provide finance to ensure continuing education courses are approved for employees that will have long term benefit for the company
- Worked alongside the Operations Manager and the Human Resources Manager to ensure that adequate training of employees was in place to meet production commitments and that the needs of employees were met through further education
- Maintain training events calendar and database. Coordinate training room, attendees and facilitators
- Maintain training course inventory, including book request and coordinate distribution
- Evaluate quality of work and provide feedback to individuals as part of ongoing training

Apr 01 – Mar 02 - Asst. Centre Co-ordinator

St. Angelo's Computers Ltd Mumbai

- Outlining promotional campaigns/ yearly activities and other strategic planning with the Centre Manager
- Implementing the marketing strategy
- Managing centre administration
- Launching of new educational products
- Delivering tailor-made courses according to corporate requirements
- Handling corporate clients (Godrej & Boyce, Kirloskar Cummins, Raymonds and Thane Municipal Corporation)
- Holding seminars and presentations to promote the institute
- Designing short-term courses & holding workshops and seminars according to the corporate requirement

- Liaising with the teachers and visiting faculty
- Scheduling the time tables and student support

Jan 98 – Mar 01 - Business Development Manager

Wintech Computers Mumbai

- Responsible for marketing plans and schedules for IT courses
- Handling corporate customers
- Conducted training for clients such as BLUE DART, Dena Bank, WELSPUN
- Arranged seminars and workshops
- Counselling students
- Launching of IT based courses

Aug 95 – Dec 97 - Dealer Development Executive

Cybermart (I) Limited Mumbai

- Joined as a Management Trainee for overseeing the marketing of Financial databases
- Promoted as a Dealer Development Executive
- Responsible for outlining territories and appointing dealers
- Responsible for training of dealer's sales personnel

- Setting of sales targets for various dealers
- Responsible for planning, implementation & achieving of the marketing plans
- Organizing Road Shows, seminars & various sales promotional activities

July 91 – May 93 - Field Officer

Alidac Pharmaceuticals Ltd. Mumbai

- Appointed as a Field Officer for the marketing of the company's products
- Responsible for meeting the members of the medical fraternity in the given territory
- Responsible for introduction of new products in the given territory

Additional Information :

Education Academic 1993 – 1995 – MBA – Specialization Marketing
Bombay University

1988 – 1991 – B.Sc. – Specialization Biochemistry, Life Sciences
Bombay University