



suryavanshipreeti15@gmail.com



+971 52 795 8814



Karama Dubai, UAE



<https://www.linkedin.com/in/preeti-suryavanshi-b16>

## EDUCATION

Master of Business Administration: HR & MARKETING  
KLE Dr. M.S. Sheshgiri College of Engineering & Technology, India, September 2016 - August 2018

Bachelor of Commerce: Commerce  
Sridora Caculo College of Commerce, India, June 2013 - May 2016

Higher Secondary School : Commerce  
Saraswat Vidyalyayas Higher Secondary School, India, June 2011 - April 2013

Secondary School  
St. Clara's High School, India, June 2001 - May 2011

# PREETI SURYAVANSHI

## SUMMARY

Motivated individual with two years ten months of total experience in customer service and sales. Strong communication and interpersonal skills for providing superior customer service. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

## PROFESSIONAL EXPERIENCE

March 2023 – March 2024

**Fintrek Marketing – Sales Executive(Emirates NBD Bank), Dubai, UAE**

- Established and maintained positive, profitable client relationships through superb communication.
- Delivered professional sales presentations, creatively communicating product quality and market comparisons to prospective clients.
- Generated new leads and opportunities to maximize revenue.
- Maintained contact with customers throughout sales and pre-delivery process.
- Built long-term relationships with customers and generated referrals from existing clients.

August 2018 - September 2020

**HDFC Ergo General Insurance Co. Ltd – Sales & Customer Service, Panaji, India**

- Qualified prospects to determine future sales possibilities and improve conversion efforts.
- Established and maintained positive, profitable client relationships through superb communication.
- Strengthened profit opportunities through targeted customer relationship development, continually meeting sales objectives.
- Delivered professional sales presentations, creatively communicating product quality and market comparisons to prospective clients.

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## PERSONAL DETAILS

**Date of Birth / Age:**

26/10/1995

**Nationality:** Indian**Marital Status:** Single**Visa Status:** Employment Visa

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## LANGUAGES

**English**  
Fluent**Hindi**  
Fluent**Marathi**  
Fluent**Kannada**  
Fluent

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## SKILLS

- Lead development
  - Market trends understanding
  - Customer relations
  - Ms Office – Word , Excel, PowerPoint, Outlook
  - Customer service
  - Sales training
  - Presentations and proposals
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## PROJECT

- A study on organizational climate and its impact on employee motivation at Mahila Sahakari Bank Niyamit, Belagavi.

Duration : 3 months