

YOGESH GOSAVI

Sales Officer

+918767990159

DOB-29/12/1988

Marital Status :- Unmarried

mohangosavi444@gmail.com

MH/India.

EDUCATION

- Master of Business Administration
(Finance of Management)

University of Pune

2019 to 2022

- Bachelor of Commerce
(Banking finance)

University of Pune

2012-2019

CERTIFICATE

- MSCIT-2015

- Certified in Financial Accounting
2014

- Business correspondence /Facililator
Edu bridge learning Pvt.Ltd. 2020

- WPM 30/40 English Typewriting
(GCCE-Pune)

2014-2015

- Accounting payable(p2p)

GTT Foundation, Pune

2022

- Banking and finance

Expertrons Technologies Pvt Ltd 2022

SOFT SKILL

Customer Service

Export Documentation

Team Work

Communication

Market Reserch

Staff record

Reporting analysis

Social Media

TECHNICAL SKILL

MS-word

MS- excel

MS- power point

MS- office

Internet Surfing

MS- outlook

Create email

Google Drive(Docs, sheet, slides

wpm English typing speed 30/40

PROFESSIONAL SUMMARY

To seek a challenge career position and opporunity in order to gain and leverage cross fundtional experence type of varuous company and professional skill & knowledge in significunt. contribution to the organization where my potentials can be my exploitedto the maximum ensuring mu future progress with the growth of organization.

WORK EXPERIENCE

Astitva agro Product Sales Officer 2021 - 24

- Export executive in agri product must have done client communication.
- Assisted the development and execution of marketing for varjous client such as farmer and export resulting in increase & brand awareness.
- Devlopment new client through soft media social media and Telephone.

Rajendra Honda office Assistance 2013-2017

- Maintain office filling and filling system or using computer.
- Hands on experience with back office computer systems.
- Handling mail, including, outgoing and incoming letters bills and package
- Communicating with clients throught phone calls email message other channels.

Krushna Enterprises Retail Sales Executive 2012-2013

- Run weekly reports manage open order review hold reports.
- Prepare sales contacts handled complaints address organised sales floor and monitored and managed inventries.
- Collaborated with advertising and sales managers completed weekly reports and excuted various office duties as required.

Krushna Enterprises Retail Sales Associate 2009-2011

- Identityfying a customer needs pitching relevant product or service and ensuring they have positive experience.
- Selling furniture items and are responsible for promoting and selling products.
- Process payment by totaling purchases processing checks cash and store or other credit and debit card.

INTRESTS

Travelling, Event Management, Reading Fictional book