



PUJA BAG

Vill Parbatipur, Po+Ps-Tamluk

Dist PurbaMedinipur

Pin No.-721636

+91 9830880769 / 91 9732552589 (M)

Email ID:pujatamluk4@gmail.com

Career Objective

Seeking a position in an organization to boost my career and provide organizational and goal oriented skills to the benefit of the company.

EDUCATION

1. Graduation in B.A

Manav Bharti University(Himachal)

2. 12th standard (Arts)

West Bengal Board Higher Secondary Education

KEY COMPETENCIES & SKILLS:

- Excellent marketing skills to build relationships with clients to fetch progressive results.
- Well-organized with a track record that demonstrates self-motivation, creativity, initiative to achieve both personal & corporate goals.
- Consistent performance throughout the period achieving far more than the set targets.
- Excellent relationships building skills with key people in the Corporate.
- Adroit at learning new concepts quickly, working well under pressure, communicating ideas clearly & effectively.
- Dedicated & highly ambitious to achieve personal goals as well as organizational goals.
- Ability to build new business strategies & expand opportunities towards the achievement of stated targets.

Work Experience:-

GAJPATI HOMES

01st Dec 2021 till now

Marketing Manager

Responsible for researching and developing marketing opportunities and **planning and implementing new sales plans.**

- Build strategic relationships and partner with key industry players, agencies and vendors.
- Manage and develop the agency relationships.
- To be involved in developing the annual / project specific branding strategy based on product segment and customer profile.
- Manage post sales communication for customers to help deliver on the brand promise.

SHILPA MEDICARE LIMITED

August 2020 to 28th Feb 2021

Senior Key Account Manager

Handled & Managed Operation Businesses relating to Green Tea with Leading National Corporate Companies & Organizations including Medical Sectors.

- Developed & implemented effective strategic plans/goals to achieve Sales Objectives.
- Managed the product sales function to maximize sales & profitability objectives.
- Maintained accurate forecasts for the Company products & all its strategic Customers.
- Developed trust & expanded the relationships with existing & new customers by acquiring a thorough understanding of their needs & requirements.
- Ensured that the correct products & services are delivered to customers in a timely manner.
- Resolved any issues & problems faced by customers & dealt with complaints to maintain trust.
- Played an integral part in generating new sales that turned into long-lasting relationships.
- Prepare regular reports of progress & forecasts to internal & external stakeholders.

CHAIZUP BEVERAGES LLP

December 2019 – July 2020

Senior Manager Corporate Gifting

Handled & Managed Business relating to Corporate Gifting of Tea with

Leading National as well as International Corporate Companies.

- Handled schemes & promotions, festivals gifting of my Brand Tea.
- Researched & identified sales opportunities.
- Understanding the client requirements & customizing the products as per their needs.
- Data reporting to management (DSR, Prospects Pipeline).
- Gathered market information of competitor Products & Pricing to develop strategic plans for driving revenues.

- Travelled across India as required for clients meeting & continuously search for new opportunities in order to increase sales.
- Follow up with Production Unit/Coordinator-marketing on the deliverables.
- Carried samples as required by clients & closely follow up with them on the outcome of their evaluation.

SPICEJET AIRLINES, INDIA

January 2014 – December 2018

Flight Attendant,

- Handled the passenger's safety in flight.
- Assisted the passengers with their request or needs to be full fill.
- Provided services to customers and took their views on the services that is being provided.
- Followed the safety procedure and monitored that everyone is doing the same.
- Airport Management & Customer Care Professional
- Trained as a first-aider to assist medical passengers On Board.
- Completed basic AVSEC (Aviation security) course under SPICEJET training to look after passengers, crew and Aircraft safety.
- Completed course of DG (Dangerous Goods) under SPICEJET training to maintain the safety and security purpose of an Airline.

HOTEL PARK, KOLKATA

December 2012- April 2013

F&B Hostess

- Greeting the guest and assisting them.
- Responsible to guide customers with their requests or needs.
- Providing services to customers and taking their views on the services that is being provided.

Personal Detail:

Languages Known: English, Hindi, Bengali & Oriya.

HOBBIES: Dancing, Listening to Music, Cooking.

SRENGTH: Punctuality, Disciplined, Ambitious & Hard Working.

PERSONAL DETAILS:

1. **DATE OF BIRTH:** 18th March 1992.
2. **NATIONALITY :** Indian
3. **MARITAL STATUS :** Single
4. **FATHER'S NAME :** Mr Abhijit Bag.
5. **Passport No :** K4915458 (01/08/2012 – 31/07/2022).