

RESUME

Chetan P. Sadan
Near Bidi Factory, Behind Mudliyar Hall
Shantinagar, Nagpur- 440002
Mobile No. : 09021410998
Email Id : chetansadan006@rediffmail.com

OBJECTIVES:

Highly self motivated and goal oriented professional committed to pursuing a long term career in any industry. Intend to work in a company which offers a competitive environment and allow optimal use of existing skill-set and constantly upgrading it. While working I always remain confident, result oriented, dedicated.

WORKING EXPERIENCE:

- Worked as Sales Executive in Siya Traders from 01 Jun 2023 to 30 Apr 2024.
- Worked as Business Development Manager in Agency Channel of HDFC LIFE from 22 Aug 2022 to 11 May 2023.
- Worked as Sales Executive in Techinfinity Sales & Services from 01 November 2020 to 31 March 2022.
- Worked as Collection and Sales Executive in Bajaj Auto Finance (3W) In house team by TeamLease from 01 February 2020 to 14 October 2020.

SKILLS:

- Outstanding Communication, Customer Service and negotiating Skills
- Ability to create and maintain effective business relationship with customers
- Excellent organizational and relationship building skills
- Excellent communication and interpersonal Skills
- Good Documentation Skills
- Team Handling along with Team Lead
- Office Administration
- Quick Learner

EDUCATION QUALIFICATION:

- M.B.A in Finance From SIU (Deemed) Pune with 70.48% in 2020
- B.B.A from DAIMSR Nagpur with 56.70 % in 2016.
- H.S.S.C from Maharashtra State Board with 45.83% in 2009.
- S.S.C from Maharashtra State Board with 52.53% in 2005.

COMPUTER KNOWLEDGE:

- Basic knowledge of Computer and Internet surfing.
- Completed Certification in MS-CIT.
- Diploma in Computer Application (DCA).

PERSONAL DETAILS:

- Father's Name : Late Mr. Prakash Sadan.
- Date of Birth : 6th January 1990.
- Marital Status : Married.
- Language Known : English, Marathi, Hindi.
- Pan No. : CYZPS1525H