

Mrs. Preeti Satish Kumbhar
preeti.kumbhar2019@gmail.com
zealmysteryshopper@gmail.com
Mobile No.: 9209187186

JOB OBJECTIVE:

Seeking an opportunity in an established company where the job will be challenging, stimulates personal and professional growth, and encourages learning and creativity.

EXPERIENCE:

12 years' experience in design, project execution, market research, sales and after sales service

EDUCATION DETAILS:

- Pursuing Phd (Marketing Management) from Pune University
- MBA – Marketing with 1st class 2015 from Pune University
- B.Com. in Costing with 2nd class from Pune University
- H.S.C. with 1st class from Maharashtra Board
- S.S.C. from 1st class from Maharashtra Board

COMPUTER AND ADDITIONAL SKILLS:

- Diploma in Interior Designing & Decoration.
- Diploma in Practical English & Life skills
- MS Office, PSPP, Auto cad

CURRENT EMPLOYMENT:

Aarya Design (Oct 2018 to June 2020)

Role: Customer Relationship Manager

Responsibilities:

- Understand customer requirement, prepared presentation as per there requirement
- Attend and Resolve customer queries / complaints of the customer regarding work
- Prepared strategies for cross selling and up selling with sales team.
- Prepared quotations and complete all documentation formalities with the customer.
- Coordinate with vendor for the material and contractors for work progress
- Follow with customers for payments through employee.
- Prepare reports in prescribed formats for management.

Mystery customer audit (May 2015 to June 18)

Role: Manager Sales & Marketing

Responsibilities:

- Work as part of a team to develop research solutions
- Setting up new marketing strategies. Generating sales leads.
- Logging and progressing all new leads / potential sales enquiries.
- Participate in development/review/finalization of questionnaire
- Educate/ Guide shoppers in correct way to complete assignments
- Monitor data collection to ensure study is progressing as planned/meeting timeline, and that quota groups/targets are being met
- Oversee all data processing and tabulation activities, including but not limited to, data editing, recoding, comprehensive table checking
- Conduct analysis of research data, creation of PowerPoint report and present to the customer
- Provide solution to improve customer satisfaction and sales

PREVIOUS EMPLOYMENT DETAILS:**Chordia Group (2 Yrs. June 2011 to May 2013)**

Role: Interior Designer

Responsibilities:

- Prepare building and do changes as per the requirement.
- Attend to all customer related queries / changes in his purchased properties.
- Prepared drawings and quotation as per their requirement.
- Ready the sample flat for new launch projects.
- Select the finishes and material for the projects.
- Coordination with engineering team for all customer related extra amenities requests along with management of the requisite documentation and payment collection for same

Aarya Design (3 Yrs. - April 2008 to June 2011)

Role: Sr. Designer

Responsibilities:

- Taking inputs from Client for designing the facility.
- Prepare presentations for the design concept.
- Provide on-time design inputs and support as per the requirements of the client
- To make working drawings as per requirement
- Material Specification and detailing to be provided for the required projects
- Preparation of BOQ and quantification
- Coordination with consultant for the designs and site team at the time of execution

Environs (Oct 2006 to April 2008)

Role: Interior Designer

Responsibilities:

- Creating presentation Layout, Working Drawings, Architectural drawing
- Client Co-Ordination
- Preparation of BOQ and quantification
- Supervising subordinates for site execution.

PERSONAL DETAILS:

Address : A –905, 'Ojas' Apartment, Pashan- Baner Link Road, Pashan, Pune 21
Marital Status : Married
Nationality : Indian
Passport No : M0897300
Driving license, No : MH12 20060728364