Mohini XXXXX  
Mobile: +91-99533\*\*\*\*\*  
Email: Mohini\*\*\*@hotmail.com  
  
**Career Summary**  
  
-Sales Analyst with experience in giving proper product presentations to customers and company staff   
-Learned client and system needs by working closely with the company sales team and engineers, collaborating on promotion and customer support   
-Designed and implemented sales plans, identified re-sale possibilities and met the sales goals as planned.   
-Recommended various improved materials or machinery to customers and clients by showing how these changes and improvements will lower costs and improve performances  
  
**Technical Skill Sets**  
  
-Possess in-detail knowledge of the subject so as to help the customers solve their queries   
-Ability to deliver relevant and true information   
-Ability to interact with the customers.  
-Ability to use sound judgment in decision-making.  
-Technical knowledge of the field   
-Demonstrated proficiency composing written communications  
-Proficient in the use of Microsoft Windows and Office software, a calculator and a copier  
  
**Personality Traits**  
  
-Persuasive & Team leader  
-Warm, friendly and engaging personality   
-Ability to work hard and smart   
-Ability to work for late hours with full efficiency  
  
**Duties & Responsibilities**  
  
-Prepared Sales Figures for company and projected profit and asset growths  
-Proactively communicate with Clients or business partners on issues and obtain/present proper service solutions to sales clients   
-Played role of being liaison between the Board 0f Directors and the sales department