

## CURRICULUM VITAE

### Mohammed Rafi Shaik

D.no: 25-17-219,

S/O: Sk.Mastan vali,

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Guntur.

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### Objective

To work for an organization that provides an environment to grow as a professional and an opportunity to add values to the organization through meaningful roles

### Education Details

Name of Course	Board/University	Year of Passing	Result
B-Tech(CSE)	Jawaharlal Nehru Technological University, Kakinada, Andhra Pradesh	2018	66.50%
Class 12	Board of Intermediate Education, Government of Andhra Pradesh	2014	74.7%
Class10/CBSE	Central Board of Secondary Education	2012	64%

### Work Experience

- **Company Name** : EPOWERX LEARNING PRIVATE LIMITED ( SKILL -LYNC )
- **Designation** : Inside Sales Specialist
- **Location** : Hyderabad
- **Role** : Educational counsellor (From 02th Feb 2022 to 07 Aug 2023)
- **Responsibilities** :
  - Communicating with customers, making outbound calls to potential customers, and following up on leads.
  - Understanding customers' needs and identifying sales opportunities.  
Answering potential customers' questions and sending additional information per email.
  - Keeping up with product and service information and updates.  
Creating and maintaining a database of current and potential customers.

- Explaining and demonstrating features of products and services.
- Staying informed about competing products and services.
- Upselling products and services.
- Researching and qualifying new leads.
- Closing sales and achieving sales targets

- **Company Name : EXTRAMARKS EDUCATION INDIA PRIVATE LIMITED**
- **Designation** Sr.Business Development Associate
- **Location** Hyderabad
- **Role** Educational counsellor (From 11th Jan 2021 to 31<sup>st</sup> Jan 2022 )
- **Responsibilities :**

- Making Outbound Calling and reaching out to the Prospects to convert them into the Sales.
- Used to dial 100+ calls daily and created minimum 10 prospects.
- Kept detailed records of daily activities through online customer database.
- Explaining about Extramarks Learning classes difference with other learning Platforms.
- Booking appointment with parents and students to attend the demo sessions.
- Clarifying doubts of parents that how extramarks classes would be benefit for their kids.
- Giving detail information on packages available on extramarks classes.
- Explaining about fee structure to parents and convincing them how they can afford the classes.
- Once the enrollment is done helping the student to get onboard and continue the classes.

- **Company Name :** **Think & learn private limited ( BYJU'S)**
- **Designation :** Business Development Associate
- **Location :** Chennai ( Tamilnadu )
- **Role :** Educational counsellor (From 02th Jan 2020 to 05 Jan 2021)

- **Responsibilities :**

- Used Lead Squared to handle current portfolio and prospective leads.
- Had been trained on the outbound calling process and communicate to the students on Byju's offered classes and services.
- Making an 100+ calls daily and booking 2 Appointments minimum on daily basis.
- Booking appointments with parents on weekends and giving home demos along with the students.  
Explaining about the advanced digital classes provided by the byjus and its advantages to the parents

and students.

- Engaged with customers to build business relationships.
- Convincing parents on flexible fee structures and getting enrolled them with Byju's Classes.
- Interacting with students and parents post enrollment on further process of completing documentation.

## Technical Skills

- **Programming Languages** C, Java, Sql
- **Operating System** Windows family, Linux, Android
- **Office Suite** MS Word, MS Excel, Power point presentation

- Business growth and retention ● Performance tracking and evaluations ● Convincing Sales techniques
- Recruitment ● Product branding ● Strategic Business Planning ● Decision-Making ● Sales and Marketing
- Cold Calling Expertise ● Pipeline Development ● Lead Qualification ● Upselling and Cross-Selling
- Customer Service ● B2C Sales ● Relationship Building ● Sales Expertise ● Database Management
- Organized and Efficient.

## Academic Projects

### Project Name :- Smart Wager

Smart wager Project is an advance vision of Dream 11. In smart wager we provide player details and also provide Cricket score, Schedule, latest News and as well as strike rates based on individual stadium. This information very useful for choose players in dream 11.

## Extracurricular Activities and Achievements

- Became the sales superstar for the year 2022 contest conducted by the Skill-Lync.
- Promoted to Team lead with in one year in the sales department at Skill-Lync.
- Student coordinator of CSI (Computer Society of India)
- Student coordinator of NSS (National Service scheme)
- Student coordinator for Blood Donation Camp held in KKR & KSR Institute of Technology and sciences conducted by Needs Blood Bank and also donated blood.
- Attended workshop on “life skills and leadership” conducted at KKR & KSR Institute of Technology and sciences by Lead India 2020 National Club
- Participated in “National level student meet” conducted at GVR&S College of Engineering & Technology and won the second prize in Poster Presentation.

## Personal Profile

Name	MOHAMMED RAFI SHAIK
Date Of Birth	24/11/1994
Gender	MALE
Marital Status	SINGLE
Father's Name	MASTAN VALI SHAIK
Permanent Address	D.no: 25-17-219, Srinivasaraopet , 2 <sup>nd</sup> flag tree street, Naizam bazar,Guntur.
Nationality	INDIAN
Languages Known	ENGLISH,TELUGU,HINDI,URDU
Hobbies	SketchingMusic, Exploring new places.

## Declaration

I here by declare that all information given above is true to my knowledge and belief

Place: Guntur

**MOHAMMED RAFI SHAIK**