

# CURRICULUM VITAE

## ALOK UPADHYAYA

### Contact Information:

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### Personal Profile:

Father's Name : Lt. Sh. J.C.  
Upadhyaya

Gender : Male

Nationality : Indian

Marital Status : Married

### Permanent Address:

Same as above

### Languages Known:

English & Hindi

### Career Objective:

Seeking a responsible position in the company which will give me a chance to improve my knowledge and enable me to strive towards the overall development of the organization.

### Work Experience:

1.) worked with Tata motors Ltd at Gazipur Delhi as sales.associates since Jan 2019to feb2020in scv cargo division in Gaziabad area selling Tata ace commercial vehicles, meeting stockists ,distributors,transporters etc.)  
2.)Previously worked with Sapphire India Publisher Pvt. Ltd., Mayapuri, Delhi (October 2015 to dec2018date) as a Sales Supervisor.

### Responsibilities:

- Keep eye on competition offerings and update team members.
- Looking after South Delhi & Ambala covering nearly 125 CBSE Schools,k8 segment.
- Covering nearly 10-12 Book Sellers.
- Complying with various HR Policies.

3.)G.R. Bathla Publications Pvt. Ltd. Meerut (SSC) Dealing in Competition Level Books, U.P. Board & CBSE (1<sup>st</sup> April 2013 to September 2015) as a Sales Officer.

### Responsibilities:

- Keep eye on competition offerings and update team members,neetand engbooks,visiting coaching centres.
- Looking after Punjab (Jalandhar, Amritsar).
- Covering nearly 7-8 Book Sellers.
- Complying with various HR Policies.

3. Kashyap Automobiles Pvt. Ltd. Noida as a Team Leader (Auth. Dealer of Fiat) (March 2010 to March 2013)

### Responsibilities:

- Working with the management team in setting rate and profits target.
- Supervising customer service.

**Preferences:**

Location : Delhi/NCR

**Interest Areas:**

Personal Management & Marketing

**Hobbies:**

Playing cricket & Travelling

- Preparing sale report.
- Motivating employees to meet their targets.
- Handled and resolved customer complaint.
- Restocked the business and analysed stock turnover.
- Advised management team on new products and suggested.
- Prospective customers.

**4. Bagga Link Motors Ltd. as a Team Leader (Delhi) (March 2003 to February 2010)auth.dealer of Maruti cars**

**Responsibilities:**

- Managing a team of sales executives.
- Keep eye on competition offerings and update team members.
- Maintaining all activity regarding showroom sales.
- Maintaining good relation to bank RM & DST Team.
- Managing sales campaigns to get a fully-competent sales force.
- Training sales executives in proprietary sales management methodology.
- Competitor analysis.

**5. Sanghi Motors Dealer of Mahindra & Mahindra Ltd., Delhi selling Mahindra Range of Products (Bolero, Commander, Jeep etc.) as a Sales Executive (February 2000 to March 2003)**

**Responsibilities:**

- Meeting with customers.
- Convincing to the customer.
- Solving customer problem.
- Motivate team members.
- Ensure targets of the area should achieve.
- Promote positive relation with customer.

**Academic Qualification:**

- PGDMM from IGNOU Delhi.
- Bachelor of Commerce (Regular) from Delhi University.
- Senior Secondary (Regular) from CBSE Board, Delhi.
- Secondary (Regular) from CBSE Board, Delhi.

**Declaration:**

- I confirm that the information provided by me is true to the best of my knowledge and belief.

**(ALOK UPADHYAYA)**