

CHETAN BV
#No 291, "Sri Venkatadri" 9th Main, Milk Colony
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Experience

Marketing and sales professional with 09+ years of experience in adding value through high-impact ideation and marketing operations that drive revenue and significant ROI and nurture positioning and brand building.

1. **Soundarya Institute of Managerment and Science**
2. **Dayananda Sagar Evening College of Arts and Commerce**
(April 2023 - Present)

Consulting, Admissions -Outreach

- Student Counseling for Admissions
- Work together with the Director to create and carry out outreach strategies and programmes.
- Create and preserve connections with current and prospective educational institutions
- Hold talks and informational sessions to enlighten potential students and other interested parties about the university's offerings and admission standards.
- Represent the Institution at conferences, workshops, and education fairs.
- Conduct interschool competition "Wiz-hunt" in view to build networks and admission feeder
- Organise and carry out outreach activities like seminars, coffee chats, and open homes.
- Uphold and expand upon the current database
- Monitor outreach efforts and report on the success of various campaigns - Give the outreach director regular updates on the status of outreach

Chanakya University (June 2022 – March 2023)

Outreach Co-ordinator (Project)

- Strategize and work with the team to achieve the goals established.
- Networking and establishing professional ties with the colleges and outside organizations such as education consultants, Academies, etc.
- Organizing information sessions for prospective students' parents in a variety of venues. Extract and Present Data
- Co-ordinate with Branding and Digital Media team to align the admission timelines
- Co-ordination with vendors related to outreach and admissions
- Run campaigns and drives (including but not limited to digital) and carry out communications
- Conduct interschool competition "Talent Hunt" in view to build networks and admission feeder
- Taking Part in different Education Fairs, Seminars & Conferences along with Campus Visits, Open Houses, Webinars, Workshops and other outreach events

AIKYA Business Solution Private Limited
(June 2017 – March 2020)

Executive - Core Team

Take overall control of the company's accounting function.

Preparation of project report (on a milestone basis), submission of reports to concerned departments and realization of payments on time.

New project discussions, negotiations and closures with government departments (Labour and Textiles) (Govt of Karnataka)

Member of CORE TEAM for a project discussion on labourer's (belonging to different sectors) registrations across the state. Department of Labour (Govt of Meghalaya)

Garan Agro Products Private Limited
(Feb 2012 – May 2017)

General Manager - Sales

- Analyzing market opportunities, Achieving sales target, building client communities and implementing Annual Operating sales plans using scorecards
- Promote and sell Products to new and existing customers across a defined geography
- Responsible for identifying and managing sales opportunities, building an in-depth understanding of a client's current and future business needs.
- Deliver sales excellence by managing every step of the sales process
- Ensure the Sold business is delivered on time.

PROZONE Advisors Private Limited
(Jan 2011-Jan 2012)

Executive

- Have worked as an Executive (Core Team).
- Involved in the Incorporation of Private and Public Limited companies.
- Drafting board resolutions, EGM resolutions, and Shareholders resolutions.
- Acquiring DIN of directors filing the relevant form DIN-1.
- Drafting Board minutes, AGM & EGM minutes.
- Filing of Annual return Form 20B and Profit and Loss accounts, Balance sheet and directors report Form 23AC & ACA
- Involved in the Amalgamation of 2 public Limited companies.

Ameya Fincon LLP
(Aug 2009 - Aug 2010)

Audit Executive

- Have worked in Ameya Fincon LLP as an audit executive in the field of Indirect Taxation for a year.
- Fair knowledge on Central Excise, Service Tax and VAT.
- Filing of monthly returns ER-1, VAT100 & Quarterly ST-3 returns.

Education

- Xth from M E S Kishora Kendra (State Syllabus) Bangalore, Karnataka.
 - 12th from M E S College of Arts Commerce and Science - Bangalore, Karnataka (Bangalore University)
 - Bachelors of commerce from M E S College of Arts Commerce and Science, Bangalore, Karnataka. (Bangalore University)
 - Master of Commerce from Surana College, Bangalore, Karnataka.(Bangalore University)
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