
KIRTI VARDHAN SINGH

Ward Number- 1 Bagawas, Shri ram Colony , Pratapgarh , Rajasthan , Pin Code :-312605
singhkirtivardhan901@gmail.com | 6377078919

Professional Experience

: Company Name JK Cement Location: Chittorgarh, Nimbahera, Rajasthan
Sales Executive

01/2025 - 03/2026

- Taking Orders from new and existing customers.
- Government Sales - PWD, CPWD, Etc.
- Business development by contacting and joining new architects for different projects.
- Primary and Secondary selling.
- Business development by the appointment of new Channel partners.
- Coordinating with the sales team for dispatch of orders.
- Payments follow up with customers.
- Coordination regarding credit notes for defective goods for sales return.
- Fulfillment of Primary and Secondary Targets.
- Project Marketing

Nakshita Enterprises
Government Tenders

04/2026 - present

LT LINE , HT LINE , SINGLE PHASE ,THREE PHASE CONNECTION

- Stock management
- Team leader
- supervisor
- Customer handling

Education

RBSE
Secondary School

01/2017

RBSE
Senior Secondary School

01/2019

- Commerce
- Addition subjects typing (Hindi +English)

Bhagwant University AIT (AJMER RAJASTHAN)
Mining Engineering In Diploma - - Grade first division

01/2023

Experience

- Sales Executive – JK Cement, Nimbahera, Rajasthan (1 Year):
- Worked as a Sales Executive at JK Cement, Nimbahera, Rajasthan, for 1 year, handling customer relations, promoting cement products, and achieving sales targets.

CAREER OBJECTIVES

- To work in a professional environment so as to enhance my skills and work to my full potential, Leads to a corporation among my team partner in conjunction for the objective of the organization

First Aid Course

- This is the course through which we solve health problems and those who are our laborers or workers, whenever any health problem arises, we are given some training as to how we can help them in this situation. We have done this training. We have learned a lot in the training on this subject and we have also used it

ASSETS

- Self confidence, keenness for work, awareness for responsibilities, ability to work calmly even under pressure.

Key Skills

- MS PowerPoint
- Tally ERP 9
- Tally Prime
- Busy software
- Rs cit course certificate
- English grammar espeeking advance course certificate
- First aid certificate Red Cross society
- LMV ,MCWG driving licence