

Resume

Sachin Mishra

Address: Lucknow Uttar Pradesh

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Career Objective

Self-motivated and hardworking fresher seeking for an opportunity to work in a challenging environment to prove my skills and utilize my knowledge & intelligence in the growth of the organization.

Academic Qualification

Exam Name	Board / University	Passing Year	Percentage of Marks	Division
10	UP	2021	61.4	1st

Professional Qualification

Exam Name	Board / University	Passing Year	Percentage of Marks	Division
12	UP	2024	58.4	2nd

Extra Qualification:

ADCA DIPLOMA

Experience

Sales Executive – Lucknow Trading Company, Lucknow, Uttar Pradesh

Products Handled:

Electrical Goods, LED Bulbs, Wires & Cables, Switches, Fans, MCBs, Modular Switches, Extension Boards, and Home Electrical Accessories.

Roles & Responsibilities:

- Visited dealers, distributors, retailers, and electrical shops to promote and sell products across Lucknow and nearby areas.
- Generated new business opportunities, expanded the dealer network, and consistently achieved monthly sales targets.
- Explained product features, pricing, schemes, and promotional offers to customers.
- Coordinated order booking, ensured timely product delivery, and followed up on payments.
- Conducted market surveys, monitored competitor activities, maintained strong customer relationships, and submitted daily sales reports to the Area Sales Manager.

Roles & Responsibilities:

- Managed day-to-day operations of the HP Gas Agency, ensuring smooth LPG cylinder booking, delivery, and customer service.
- Supervised delivery staff, office executives, and warehouse personnel while monitoring daily performance and productivity.
- Maintained LPG cylinder stock, inventory records, cash transactions, billing, and MIS reports in compliance with company guidelines.
- Handled customer queries, resolved complaints, and ensured timely and safe delivery of domestic and commercial LPG cylinders.
- Coordinated with distributors, transporters, and HP officials, monitored safety standards, and achieved monthly operational and business targets.

Personal Information

- **Date of Birth:** 03-02-2004
- **Father's Name:** Sushil Mishra
- **Mother's Name:** Madhu Mishra
- **Nationality:** Indian
- **Gender:** Male
- **Marital Status:** Unmarried
- **Language:** Hindi
- **Hobbies:** Hard working

Declaration

I hereby declare that all the statement made in this resume are true, complete and correct to the Knowledge.