

# NIKITA SHARMA



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📍 Keventers Housing Complex Block-C  
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712250

🌐 <https://www.linkedin.com/in/nikita-sharma-8943b0187>

## 🚀 SKILLS

• Communication • Relationship Building  
• Sales • Team Work • Problem Solving •  
Lead Generation • Time Management •  
Decision Making • Basic Computer  
Skills

## 👤 PERSONAL DETAILS

Date of Birth : 09/08/1998

## ❤️ INTERESTS

•Photography • Travelling • Hangout with  
friends • Dance • Listening music

## 🗣️ LANGUAGES

• English: Read - Write - Speak • Hindi :  
Read - Write - Speak

## 🎯 OBJECTIVE

To secure a challenging position in a reputable organisation to expand my learnings, knowledge and to enhance my professional skills and capabilities in an organisation which recognises the value of hardwork and trust me with the responsibilities and challenges.

## 📁 EXPERIENCE

**Lead Generation executive** 03.07.2023 - 08.12.2023

AUM Capital Market Pvt Ltd

Worked as lead generation executive under lead management team at AUM Capital

**Telemarketing executive** 05.06.2023 - 01.07.2023

Just Dial

Worked as telemarketing executive in just dial.

**Sales & Marketing Executive** 01.12.2021 - 15.03.2022

Sanmarg Pvt Ltd ( Print Media Organization)

Worked as inhouse as well as field sales executive in sanmarg.

## 🎓 EDUCATION

**Bachelor's degree in BA (Hons) in Mass Communication & Journalism** 2020

Calcutta University

52%

**ISC** 2017

54.75%

**ICSE** 2015

62.4%

## 📁 WORK HISTORY

- Generated leads through cold calling, networking & telecalling.
- Generated new sales leads to achieve and exceeds monthly sales goals.
- Prepare weekly and monthly reports.
- Visited clients to evaluate needs or promote products and services.
- Maintained client records.
- Clarify client questions about credit terms, product, prices & availability.