

**Akshay Kalyana Sundaram**

Vasant Vihar, Thane (W)- 400610

Contact Details: [akkisundaram13@gmail.com](mailto:akkisundaram13@gmail.com) +91-7304382294

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**PROFESSIONAL SUMMARY:**

Seeking a challenging position in a pleasant working environment, which will permit me to continue practicing and expanding my skill set and knowledge base. Looking for a career position where professional experience and expertise will be regarded as a wealth of an organization.

**WORK EXPERIENCE:**

**Trisha Realtors (ASSISTANT MANAGER)  
THANE WEST (MARCH 2019 TO MARCH 2023)**

**ROLES AND RESPONSIBILITY:**

- Handling Sales/Closing Negotiation of Rates with Customer.
- Resolving the queries of the clients at the site of inspecting the flat.
- Ensuring relationship engagement between the clients.
- Analysing the market & implementing the strategies.
- To conduct Timely Follow-up for payment with customers month & payment plan wise collection.
- Maintain inquiry files & follow-up/Doing also feedback calls.
- Scheduled meeting with channel partner.
- Scheduled meeting with team & solving the problem of the team.
- Working with team of new strategy & complete the goals with them.
- Meeting with team for monthly targets.
- Managed and motivated sales team to increase revenue.
- Handled a team of 6 Executives.
- Managing listings on the multiple property portals i.e. magicbricks, 99 Acres, Housing.com
- Dealing with client grievances (Under Construction, Resale, Commercial)
- Maintaining a positive relationship with the Channel Partners.

**(Recruiting, hiring, on boarding, Training and firing employees)**

**Bullmen Realty (ASSISTANT MANAGER-SALES & MARKETING)  
THANE WEST (APRIL 2023 TO SEPTEMBER 2023)**

**ROLES AND RESPONSIBILITY**

- Taking 300 outbound calls.
- Lead prospecting.
- Explaining the project details on call & show the sample flat.
- Handling Sales/Closing Negotiation of Rates with Customer.
- Working with team of new strategy & complete the goals with them.
- Ensuring relationship engagement between the clients.
- To handle entire customer life cycle from calls to closing.
- To resolving all the customer queries.
- To conduct Timely Follow-up for payment with customers month & payment plan wise collection.
- Generating references.

**SKILLS:**

- Sales expertise
- Goal setting
- Lead prospecting
- Performance improvement
- Business development and planning
- Managerial experience
- Self-motivated
- Innovative marketing strategies
- Analysis and problem solving
- Sustain work pressure and meet deadline

**EDUCATION:**

Education	University	Specialization	Institute	Year of Passing
T.Y.B.M.S	Mumbai University	Commerce	Sheth N.K.T.T. College, Thane	2022
H.S.C.	Maharashtra State Board of Secondary and Higher Secondary		Sheth N.K.T.T. College, Thane	2019
S.S.C.	Maharashtra State Board of Secondary and Higher Secondary	-	Little Flower High School	2017

**PERSONAL INFORMATION:**

- Sex: Male
- Marital Status: Unmarried
- Date of Birth: 13<sup>th</sup> Mar'2000
- Nationality: Indian
- Language Known: English, Hindi, Marathi, Tamil

**HOBBIES:**

- Parkour
- Calisthenics

**DECLARATION:**

I hereby declare the above mentioned statements are true and correct.

**Date:**

**Akshay Sundaram**