

Ravi Sharma

Operations Executive



0 Year 11 Months



(+91) 8076062929



heyravibhardwaj@gmail.com



I have extensive experience in operations management. I have a strong background in customer service and problem solving. I am a highly organized individual with great communication skills.



Key skills

- Operations Management
- Operations Team Handling
- Critical Thinking
- Analytical Skills
- Business Analytics
- Negotiation
- Problem Solving
- Communication
- Leadership
- Presentation Skills
- Interpersonal Skills
- Team Building
- Business Development
- Planning



Technical Skills

- MS Office
- Power BI



Personal Information

City **Faridabad**

Country **INDIA**



Languages

- Hindi



Profile Summary

I am grabbing the experience in the field of operations where I handle all the backend related works and also have been worked in Ed tech industry as BDA and handled both the segment B2B and B2C.



Education

B.B.A/ B.M.S, 2021

Maharishi Dayanand University (MDU), Rohtak

12th, 2018

Haryana, Hindi

10th, 2016

Haryana, Hindi



Work Experience

Mar 2023 - Present

**Operations Executive
Yes Germany Pvt. Ltd.**

Working as an operations executive in an education consultant organisation.

1. Working on different softwares to manage or make students profile for different aspects.
2. Handle all the accommodations and admissions work in Germany.
3. Handle all queries with foreign universities and students from pan India and other respective countries.

May 2022 - Jul 2022

Business Development Associate

- English

Vedantu Innovations

I have been a part of Vedantu Innovations as Business development associate and worked there as an academic counselor and done lots of counseling for NEET/JEE Students and build business strategies to maximize the revenue in the hard core sales team.

Dec 2021 - Apr 2022

Business Development Executive

Edumentor Educational Services

I have worked as Business development executive in the field of counseling. I have learnt lots of things from here with the helps of client meetings, Conducting seminars, senior management meetings, handled and trained the team for sales. and always focused on maximizing the revenue before the deadlines which made me more effective and efficient.



Projects

31 Days

Industry exposure

Case study on Relaxo Footwear