

# Hitesh Sharma

## Employment History

### Production & Sales Manager, Hardoor Design and Technology

JANUARY 2016 – PRESENT

Position: Production & Sales Manager Duration: September 2016 - Present

- Oversee the aluminum department, managing cutting and finished products for sliding smart wardrobes.
- Provide support to 4 CNC machines (wood, glass, aluminum, and printing) by creating programs.
- Manage and teach 72 workers in CNC operations, emphasising safety.
- Identified and targeted potential clients in international markets, conducting thorough market research.
- Successfully generated leads through strategic channels, including cold calling, email campaigns, and networking.
- Delivered compelling sales presentations, clearly articulating the value proposition and benefits of our solutions.
- Cultivated and maintained strong relationships with existing and potential clients, ensuring customer satisfaction and loyalty.
- Conducted negotiations to finalize terms and conditions, achieving and exceeding sales targets.

### Associate, Interglobe Technologies

JANUARY 2014 – JANUARY 2016

- Provided air travel support by handling customer calls.

### of Sales and Marketing, Sharma Marbles, Udaipur

MARCH 2012 – APRIL 2014

- Managed sales, records, and answered queries for overseas buyers.
- Maintained records of credit and cash payments.

### Manager, New Look, Harrogate

AUGUST 2011 – JANUARY 2012

Position: Concession Manager Duration: August 2011 - January 2012

- Managed staff, oversaw stock, and maintained records of payments.

### Student Ambassador, Leeds Trinity University College

SEPTEMBER 2009 – JULY 2011

Positions:

- Student Ambassador (Sept 2009 – July 2011)

### General Secretary

SEPTEMBER 2010 – JULY 2011

### Welfare Officer

JANUARY 2010 – FEBRUARY 2010

- Work Placement (Jan 2010 – Feb 2010)
- Managed various responsibilities including office work, university open days, and student union meetings.

### Manager, Pizza Hut, Horsforth

JANUARY 2008 – FEBRUARY 2011

Position: Assistant Manager Duration: Sept 2008 – Feb 2011

## Details

Udaipur

India

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## Skills

Customer Satisfaction

Presentations

Sales

Computer Numerical Control (CNC)

Value Proposition

Operations

Research

Customer Service

E-Business

Management

Communications

Mental Health

Relationship Building

Customer Experience

Hygiene

Data System

Market Intelligence

Planning

Internet Research

Leadership

Cold Calling

## Languages

Hindi

- Took telephone orders, prepared food, and managed rotas and paychecks.

### **Assistant (Work, PI Industry, Udaipur)**

JANUARY 2010 – FEBRUARY 2010

Position:Marketing Assistant (Work Placement) Duration: Jan 2010 - Feb 2010

- Assisted the Director of Marketing, oversaw global product selling methods, and scrutinised recruitment criteria.

### **Intern (Work Placement), Lipi Data System LTD, Udaipur**

JANUARY 2009 – FEBRUARY 2009

Position:Finance Intern (Work Placement) Duration:Jan 2009 - Feb 2009

- Worked under the Director of Finance, managed balance sheets, and calculated profit and loss margins.

### **Assistant, Shell Petrol Garage, Horsforth**

JANUARY 2008 – JULY 2009

Position:Sales Assistant Duration:Nov 2008 – July 2009

- Handled money and credit transactions, completed stock take during night shifts.

### **NGO (Non-Governmental Organisations)**

JANUARY 2008

Position:Volunteer Duration:Summer 2008

- Taught environmental issues to school children, including global warming, social responsibility, and equality.

## **Education**

### **BA in Business and Management (Honors), Leeds University**

JANUARY 2011

English

Hebrew