



SAMBHU PRASANTH

PROFESSIONAL SUMMARY

- BBA Graduate Having More than 11 years of Experience as Sales and Finance Coordination in a Reputed Automobile Dealership
- To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

WORK HISTORY

SALES COORDINATOR

FUTURE CARE TECHNICAL SERVICES LLC JULY' 2021 - PRESENT

- Coordinate sales team by managing schedules, filling important documents and communicating relevant information.
- Handle the processing of all orders with accuracy and timeliness.
- Respond to complaints from customers and give after-sales support when requested.
- Store and sort financial and non-financial data in electronic form and present reports.

FINANCE MANAGER – Car Loans (11years)

INDUS MOTORS COMPANY (P)LTD MAR' 2010 - APR' 2021

- Guiding sales team with Loan approvals for area outlets.
- Collection, Verifying and approving clients financial documents.
- Interviewing applicants to determine financial eligibility and feasibility of granting loans.
- Coordinating operations with third party such as Nationalized bank officials.
- Preparation of daily reports and Monthly reports.
- Coordination of operations with head office finance department and getting clearance for the submitted documents.
- Generating sales and follow as an additional responsibility.

SALES OFFICER- HOME LOAN

SUNDARAM BNP PARIBAS Jul'2009 - Mar'2010

- Identifying and generation of home loan sales.
- Inspection of customer property and verifying documents as per norms.
- Uploading documents for approval from higher ups and follow up.
- Review and ensuring targets.
- Preparation of daily and monthly reports.

EDUCATION

Bachelor of Business Administration (BBA) 2006 - 2009

MG University , Kottayam , Kerala , India.

Higher Secondary Education (HSE) 2004 - 2006

Kerala Board of Higher Secondary Education

ACHIEVEMENTS & AWARDS

- Awarded 5 Times for "Top Performer of Kerala" as Finance Coordinator.
- Awarded 2 Times for "Best Performer "as Finance Coordinator cum Trainer.

CONTACT

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SKILLS

- Proactive
- Customer Relationship Management
- Good Presentational skills
- Team Leadership
- Creative, Strategic and Analytical Thinker
- Ability to manage multiple projects.
- Computer Proficiency

LANGUAGES

English
Malayalam
Hindi
Tamil

AREA OF INTEREST

- Sales
- Administration
- Operation
- Finance & Accounting
- Marketing
- Procurement

PERSONAL DETAILS

Date Of Birth: 08-01-1989
Nationality : Indian
Passport No : U9499197
Marital status : Married
Visa status : Family Visa

REFERENCES ARE AVILABLE ON REQUEST