**RESUME**

**Chander Mohan Sharma**

**P-11, St. #2, Basant Vihar,**

**Noorwala Road, Ludhiana–141008**

**Mobile: 98154 29998**

**Email: bhagwatikripa@gmail.com**

**Objective:**

To gain a position as PROCUREMENT OFFICER at COSCUT, AUSTRALIA and to contribute towards tremendous growth of the organization through my capabilities and skills

**Summary:**

* Over 20 years of professional experience in Marketing, administration and Management.
* Strong administration, selling, persuasion and motivation skills
* Excellent communication and organizational skills
* Ability to understand financial data, company policies and laws
* Proficient in spreadsheet, Word processor, database, basic internet activities, Social Media and can understand software
* Excellent leadership and monitoring skills
* Ability to provide constructive feedback

**Educational Summary:**

* Cleared Civil Services Main Examination, 1989
* Master’s degree in Commerce (With specialization in Marketing Management), Govt. College, Ludhiana from Panjab University, Chandigarh in the year 1986 securing 68% marks – College Topper in Final score. University topper in 1st Semester.
* Bachelor’s degree in Commerce, DAV College, Amritsar from Guru Nanak Dev University, Amritsar in the year 1984 – securing 72% marks

**Experience:**

**(2008-till date) - SELF EMPLOYED**

* Publishing my own newspaper and a website
* Working as Business Promotion / Sourcing consultant for various businesses and professionals

 **(2002-2008) - CITY HOME - CABLE TV NETWORK, LUDHIANA**

**SALES EXECUTIVE To GENERAL MANAGER**

* Started as executive. By the end of year Assigned the responsibility of managing a team of 12 Advertisement Executives and maintaining liaison with Advertising Agencies of Ludhiana
* Later also made head of the news department and managed a team of around 14 Reporters as Bureau Chief.
* Left the job as General Manager overall in-charge of all activities at channel.

**(1996 – 2001) - THE INDIAN EXPRESS, CHANDIGARH**

**Sr. Business Associate**

* Assigned the task of ensuring the success of group’s city based newspaper – LUDHIANA NEWSLINE.
* First person in Indian Express Ludhiana family to cross turnover of Rs. 1 crore in a year

**1989-1996 – DEALERS FOR YOU**

* Resident Representative for Mumbai based Garment Trade Magazine DFU.
* Increased the customer base for magazine from ‘2’ to ‘148’.

**Personal Details:**

* Name: Chander Mohan Sharma
* Date of Birth: May 10, 1964
* Relationship status: Married
* Fluent in English, Hindi, Punjabi
* Well conversant with computer and internet
* AADHAR: 9396 6910 7629
* PAN: AOYPS 1486

Signature: Date: 20/02/2024