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Summary

As a Senior Program Advisor at Great Learning, I work with a team of experts to provide career guidance and mentorship to learners who aspire to become software engineers. I leverage my skills in written communication, critical thinking, and consultative selling to understand the learners' needs, goals, and challenges, and to recommend the best learning solutions and outcomes for them.

I have a PGDM in Marketing/ International Business from Accurate Institute of Management And Technology, where I developed a strong foundation in marketing concepts, strategies, and tools. I also have a passion for human resource management, especially in recruitment and selection processes, which I gained from my previous roles as a Senior Program Advisor at Great Learning and a Career Consultant at Relevel by Unacademy. I helped hundreds of professionals and students to advance their careers and achieve their dreams by connecting them with the right opportunities, resources, and networks. I am always eager to learn and grow along with the organizations I work with, and to contribute to their success and impact.

Experience



customer acquisition

Sterling Holiday Resorts Limited

Jul 2018 - Dec 2019 (1 year 6 months)



Academic Advisor

upGrad

Nov 2020 - Dec 2021 (1 year 2 months)

Senior Program Advisor

upGrad

Jan 2022 - Jul 2022 (7 months)



Senior Program Advisor

Great Learning

Aug 2022 - Present (1 year 8 months)

Responsibilities:

- Provide career counselling and maximize business opportunities.
- Respond to incoming email and phone enquiries.
- Act as a contact between a company and its existing and potential markets.

- Gather market and customer information.
- Review your own sales performance, aiming to meet or exceed targets.
- Attend team meetings and share best practice with colleagues.
- Listen to customer requirements and present appropriately to make a sale.
- Maintain and develop relationships with existing customers in person and via telephone calls and emails.
- Cold call to arrange meetings with potential customers to prospect for new business.
- Negotiate the terms of an agreement and close sales.
- Make accurate, rapid cost calculations and provide customers with quotations.
- Achieved monthly/quarterly revenue targets.
- Provided accurate revenue forecast to the Sales Manager on the weekly basis.
- Closely work on the sales pitch and personally help in closing when required.
- Help solving team enquiries and challenges faced by an individual.

Education



Accurate Institute of Management, Greater Noida. India

PGDM, Business Administration and Management, General

2013 - 2015



NANDINI NAGAR VIDHI MAHAVIDYALAYA, NAWABGANJ

Bachelor of Business Administration, Business Administration and Management, General

2010 - 2013



Parvta Inter college

Intermediate , Arts

2010 - 2010



Vivekanand academy

High School Diploma

2008 - 2008

Skills

Written Communication • Critical Thinking • Consultative Selling • Executive Advisory • Senior Program Management • Academic Advising • Program Oversight • Microsoft Office • Microsoft Excel • Social Media

Honors & Awards



Rising star - Great Learning

Sep 2022

In the first month on floor I over achieved my target in Great Learning which was 147%.

Employee of the Month - upGrad

Apr 2022

Enrolled 44 learner within a month, which is maximum number of students enrolled by an individual in a month in Relevel



Sales Star of the month - upGrad

Jun 2021

Achieved 24 lacs revenue in first week of the month, and a total of 49 lacs for the entire month.



Employee of the month - Sterling Holiday Resorts Limited

Sep 2019

Clocked in highest revenue in Sterling Holiday Resorts limited and became on Pan India topper.