

GAURINANDAN VISHWANATH CHAVAN

Ghansoli Gaon, Ghansoli, Navi Mumbai

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Career Objective

To join a dynamic and growth-driven organization where I can utilize my communication, technical, and marketing skills, along with my professional experience, to contribute effectively to company success and continuously enhance my personal and professional growth.

Professional Experience

Today Global Developers, Navi Mumbai

Designation: Sr. Executive – Presales

Duration: June 2025 – Present

- Engaging with potential buyers to provide presales consultation for residential projects
- Coordinating with site teams and maintaining CRM data for effective lead tracking
- Conducting site visits and project briefings to convert leads into bookings
- Collaborating with marketing for campaign feedback and lead nurturing strategy

Mist IT Services, Navi Mumbai (Xanadu Realty)

Designation: Real Estate Sales Executive

Duration: Feb 2024 – June 2025

- Engaged with potential clients to present real estate offerings and respond to inquiries
- Contributed to monthly sales targets by addressing objections and offering customized solutions
- Delivered exceptional service by converting leads into satisfied clients
- Matched project features to client requirements to support strategic sales
- Collaborated with internal teams to enhance customer experience and streamline the sales process

Enrich Housing, Navi Mumbai

Designation: Real Estate Sales / Builder Executive

Duration: June 2023 – Jan 2024

- Interacted with clients to understand their property requirements and recommended suitable options
- Coordinated with builders and developers for project updates and client queries
- Supported marketing campaigns and assisted with lead follow-ups to drive conversions
- Organized site visits and assisted clients throughout the acquisition process
- Built strong client relationships to ensure satisfaction and referrals

eCPrince (Freelance)

Designation: Marketing & Client Support

Duration: Feb 2022 – May 2022

- Created marketing videos and handled international client communication via email
- Managed customer concerns and technical queries
- Maintained high-quality and prompt correspondence with global clients

Education

- Diploma in Computer Science
- Advanced Python Certification
- Higher Secondary Certificate (HSC)
- Online Certification in Digital Marketing

Skills

- Customer Relationship Management
- Strong verbal and written communication
- Problem-solving and critical thinking
- Team collaboration and multitasking
- Marketing and email correspondence
- Proficient in Microsoft Office (Excel, Word, PowerPoint)

Achievements

- Completed 76 property walkthroughs in 45 days for the Pune region, significantly improving client engagement and conversion rates

Personal Details

- Date of Birth: 29th May 2005
- Languages Known: English, Hindi, Marathi
- Marital Status: Unmarried
- Hobbies: Photography, Videography, Reading, Listening to Music

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge.

Place: Navi Mumbai

(Gaurinandan Vishwanath Chavan)

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