



Nagarathna Shetty

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nagarathnashetty008@gmail.com

Dubai, UAE

SKILLS

- Team supervision
- Employee coaching and mentorship
- Team building
- Business development
- Investment advice
- Communication skills
- Problem-solving
- Customer-focused

LANGUAGES

English

Hindi

Marathi

Tullu

Kannada

Gujarati

Visa Status

Visit Visa

Nationality

Indian

PROFESSIONAL SUMMARY

Committed senior with exceptional leadership, organizational skills and communication abilities leads high-performing cross-functional teams. Leads projects, company operations and business growth. Results-driven with exemplary leadership, time management and analytical skills. Self-driven and motivated to go extra mile to serve and assist customers. Proactive with excellent communication and problem-solving skills.

WORK HISTORY

March 2023 - May 2024

Sales Executive, North Pointe Real Estate, Dubai

- Delivered excellent customer service and proactively sought innovative ways to enhance service quality.
- Managed long-term customer relationships to increase revenue.
- Conducted face-to-face meetings with clients.
- Promoted new financial projects for enhanced investment scope.
- Updated clients on new projects for improved investment possibilities.

November 2018 - February 2023

Senior Quality Auditor, Porter, Mumbai, India

- Defined product quality standards and assessment criteria.
- Collaborated with production teams to meet performance and productivity targets.
- Submitted performance reports, identifying shortfalls and facilitating improvement actions.
- Coordinated closely with appropriate teams to implement necessary process and procedural changes to prevent quality issue recurrence.
- Promoted professionalism among staff to develop productive relationships.
- Trained staff to resolve complaints appropriately to maintain customer satisfaction.
- Reported on team performance to higher leadership, proactively offering action for areas of improvement.
- Coordinated hiring, recruitment and training strategies to build successful administrative team.
- Streamlined processes to improve and optimize office operations.
- Coached team members through new or difficult workflows.

EDUCATION

March 2023 - January 2024

Postgraduate Degree, Logistics and Supply Chain Management

Manipal University, Dubai

June 2016 - April 2019

Bachelor Of Business Administration, Marketing

Mumbai University, Mumbai