

M Manikandasiva

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Seeking an opportunity to apply my skill set and works in a challenging environment where my knowledge and enthusiasm will have an application

SYNOPSIS

- ⇒ An incisive & result oriented professional with 13 **years** of experience in Business Development & Collections-Recovery Portfolio Management.
- ⇒ Currently associated with *Won majestic company accountant on combodia and London country.*
- ⇒ *Axis Bank branch assistant sales manager of kallakurichi.*
- ⇒ *HDFC Bank Pvt Ltd, Corporate salary team sales officer in Chennai.*
- ⇒ **Vistar Finance Limited, as Assistant Manager.**
- ⇒ Resourceful in managing the entire gamut of credit administration tasks encompassing assignment of credit limits, follow up for payments, recoveries, sales, customer interaction.
- ⇒ Endowed with excellent relationship management and communication skills coupled with ability to handle subordinates effectively.

KEY RESULT AREAS

Branch Management

- ⇒ Lead the Branch-Team of Sales and Collection.
- ⇒ Responsible for Sales, Credit assessment, Documentation and Collection activities.
- ⇒ Planning & scheduling work for the group, ensuring proper distribution of assignments and adequate manning, space and facilities for subsequent performance of tasks.
- ⇒ Advising supervisor on the status of current activities and additional or expanded program requirements; provide recommendations for identified problems.

Sales

- ⇒ To co-ordinate with sales and collect executives to achieve objectives for the geographical area under my control.
- ⇒ Maintaining Good portfolio for other sales products.

Client Relationship Management

- ⇒ Providing customer service in order to increase client satisfaction & program growth.
- ⇒ Monitoring client relationship and program performance to meet and exceed client goals.
- ⇒ Overseeing all aspects of program maintenance, working with internal personnel to represent client needs and ensure client satisfaction and peak program performance levels are met.

Team Management

- ⇒ Monitoring & reviewing the progress of the project with all internal departments and alliance partners.
- ⇒ Monitoring & reviewing the progress of the products with Sales & Collection teams located across.
- ⇒ Leading, mentoring & monitoring the performance of team members to ensure efficiency in process operations and meeting of individual & group targets.

PROFESSIONAL HIGHLIGHTS

| | | | |
|-------------|---|-------------|-----------|
| Company | Hofincon's Private Limited | April'2011 | July'2017 |
| Designation | Site Spoc & FM | | |
| Location | Chennai | | |
| Role | Site Admin, Facility Manager Products : Purchase, Improvement of Site Maintainace and Management | | |
| Company | Vistar Finance Limited | Aug'2017 | Dec'2019 |
| Designation | Assistant Manager | | |
| Location | Kallakurichi | | |
| Role | Sales Team Handling, Collections | | |
| Company | HDFC Corporate Bank | March'2020 | Nov'2021 |
| Designation | Corporate Sales Officer(239375) | | |
| Location | Chennai | | |
| Role | Team Sales Officer | | |
| | | | |
| Company | Axis Bank Limited | April '2022 | Feb '2023 |
| Designation | Assistant Manager(355228) | | |
| Location | Kallakurichi | | |
| Role | Sales and insurance, branch banking | | |
| Company | Won majestic pvt ltd | March'2023 | Sep' 2023 |
| Designation | Accountant | | |
| Location | Combodia | | |
| Role | Cash transfer handling, verification and authentication of clients | | |

ACADEMIA

| Qualification | Institution | From | To |
|---------------|---|------|------|
| B.E.CSE | Dr.N.N.C.E,Thozhudur | 2006 | 2010 |
| HSC | Mount carmel HR.Sec.School,Kallakurichi | 2005 | 2006 |
| SSLC | Govt.Hr.Sec.School,Gomughi Dam,Kallakurichi | 2003 | 2004 |

PERSONAL DETAILS

Name : M. Manikandasiva
Date of Birth : 15th July 1989
Father's Name : Mallan.N
Sex : Male
Marital Status : Married
Nationality : Indian
Languages Known : English, Tamil
Contact Nos : 9994407289
Communication Address : No: 4A,Sundara Vinayagar Temple street
Vaishnavi Nagar
Kallakurichi (TK), (DT) - 606202

I here declare that the information furnished above is true to the best of my knowledge and belief.

Yours truly

(Maniikandasiva Mallan)

Date:

Place: