**Syed Zeeshan Mehdi**

**54 R-A**

**Opposite Sanjeevani Hospital**

**New Colony**

**Gurgaon - 122001**

E-Mail ID: [Mehdi.zeeshan1@gmail.com](mailto:Mehdi.zeeshan1@gmail.com) **Cell:** 8860373960, 9044363542

**OBJECTIVE**

To be a part of a fast paced thinking **cultured** company where I will get an opportunity to explore myself and put my Knowledge to the best.

**PROFESSIONAL SYNOPSIS**

* A dynamic professional having experience in **Banking and Financial Services** which include diverse areas like **Cash processes ,Retail banking, Client Acquisition ,Client Retention, KYC, Account Opening Documentation, Forex, HNI Clients, Imperia, Yes First.**
* Efficient in interfacing with customers for understanding their requirements & suggesting the most viable solutions related to their financial Needs.
* An efficient team player who believes in getting things done on time.

**PROFESSIONAL EXPERIENCE**

**YES BANK (May’2012-Present)**

**Branch Service Partner**

**Key Deliverables:**

* Handling **Account Opening Documentation** for the Bank which includes Checking of documents related to all types of Accounts.
* Generating New clients for the Bank in the premium category known as **YES FIRST**
* Client Retention techniques like product deepening and maximum cross sell.
* Selling MF, FD, Forex cards, Travel cards and third party insurance products from Max Life insurance.
* Generating References from existing portfolio to increase the market share of the bank.
* Maintaining MIS of the complete customer base coming under my Business source code.
* Set up of new branch in coordination with the Infra – Team.

**ICICI BANK (Oct’2007-Sep’2011)**

**Customer Service Officer**

**Key Deliverables:**

* Handling the operations of savings accounts, current accounts, life insurance, fixed deposits, savings account float, current account float and FES along with handling Forex Desk
* Handled Cash Management Services at various branches from Jan’08 to Dec’08.
* Implementing competent strategies with a view to penetrate new accounts and expand existing ones for a wide range of financial products & services.
* Identifying/ networking with prospective clients, generating business from the existing accounts, achieving profitability and increasing sales growth.
* Handling the Relationship from the service providers of the branch for the necessary works and installations to be done in the branch.
* Handling the customers for their different needs of **HOME LOANS**, **PERSONAL** **LOANS, AUTO LOANS**, for application and post application queries.
* Providing support to other business units of the Bank like Corporate, Business Banking etc
* Handling the **Clearing Desk** of the bank for Local, Ubs, Cms and Outstation Cheques.
* Doing **RTGS, NEFT and Fund transfers** through the bank **Finware** and **Flexcube** modules.

**AWARDS AND ACHIEVEMENTS**

* Won contest in Life Insurance & Gold Selling at various levels.
* Achieved certificates in Life Insurance.
* Picked up Life Insurance Policy of Rs 16 lakhs (Single Ticket Size) in a single day.
* Achieved the 5 star rating (92.1 %) in audit of the branch in 2008
* Efficiently generated CASA float of Rs 10 crore for the branch.

**EDUCATION AND CREDENTIALS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year** | **Degree** | **College** | **University** | **Percentage** |
| **2006-07** | PGDBO | IFBI | IFBI | 68 |
| **2004-07** | B.Com | Christian College | Lucknow University | 55 |
| **2001-02** | 12th | St.Basil’s School | ICE | 69.2 |
| **2001-02** | 10th | St.Basil’s School | ICSE | 62.8 |

**INTERESTS**

* Reading fiction, Biographies and following Cricket Journalism
* Interacting with People and adding them to my favour bank.
* Social networking sites like Linked in and Twitter.

**PERSONAL BIODATA**

Name: Syed Zeeshan Mehdi

S/O: Syed Mohammad Mehdi Rizvi

DOB: 28th Dec, 1985

R/O: Basti - 272001

Marital status: Single