

Hindavi Vaingankar

A Wing Room No 2, 1st Floor Ellora Building,
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OBJECTIVE: To apply my education & interpersonal skills towards
achieving personal and professional growth in a successful career in the
service industry.

WORK EXPERIENCE:

COMPANY: HDFC Bank LTD.

DESIGNATION: Personal Banker

PERIOD: 21st July 2014 to Till Date

JOB PROFILE:

Provide customer service and distributing product information

Account Opening – Saving Account/FD & Current Account

Ensure customers KYC/AML documentation and Due Diligence Form are accurate

Monitoring customer transaction

Fixed deposit to be booked at branch level

Maintaining Dummy Account of the branch & generation reports for the same

Cross-Selling all products & services to all customers

Generating referral from existing customers for new banking relationship

Enhance the value of existing account of Saving account & Current account customers.
Retention of accounts

Preparing MIS for tracking business initiatives

Back up for Deliverables Custodian & Lockers

Back up for Account closure formalities

COMPANY: ING Vysya Bank LTD.

DESIGNATION: Sr. Business Development Executive

PERIOD: 31st October 2013 till 17th July 2014

JOB PROFILE:

Account Opening – Saving Account/FD & Current Account

Ensure that customers all relevant documents to facilitate KYC/AML & other compliance norms

Cross-Selling all products & services to all customers

Generating referral from existing customers for new banking relationship

COMPANY: CLUB MAHINDRA HOLIDAYS

DESIGNATION: Holiday Consultant

PERIOD: 5th July 2011 till 07th July 2013

JOB PROFILE:

Meet different guests & build good relation with them to achieve my goals after understanding there requirement.

To arrange a good suitable holiday package to the guests & resolving the problem regarding the same.

Call up existing members & taking the referrals to achieve my sales targets.

EDUCATIONAL QUALIFICATION:

Exam	University / Board	Year of Passing
T.Y.Bcom	University of Mumbai	June 2011
H.S.C	Maharashtra Board	June 2008
S.S.C	Maharashtra Board	June 2006

ADDITIONAL QUALIFICATION:

IRDA Exam passed in 2014

AMIF Exam passed in 2014

PERSONAL DETAILS:

Date of Birth: 12th October 1989

Marital Status: Single

Sex: Female

Nationality: Indian

Language Known: English, Hindi, Marathi

Interests & Hobbies: Listening to Music, Travelling.

(Hindavi R. Vaingankar)