

RESUME

NITIN SHARMA

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CAREER OBJECTIVE:

- 1 Effective utilization and development of my intellectual power and skills in finance. to add value to the organization through individual efforts as well as team work.
- 2 High Standard in society, financially independent and want to visit at different cities as well as different countries of whole world.

ACADEMIC QUALIFICATIONS:

Period	Std./Degree	Institute/Schooling	Percentage (%)
2007-2011	BCA	S.S.M.T.I JALANDHAR(PTU)	67%
2007	12 th PSEB	G.S.S SCHOOL RAIL COACH FACTORY KAPURTHALA	60.8%
2005	10 th PSEB	J.K. Public High School, Kapurthala (Punjab)	67%

SOFTWARE PROFICIENCY:

- 1 MS Office
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WORK EXPERIENCE :

COMPANY NAME-MANAPPURAM FINANCE LTD.

Joining as a Jr. Asst on dated 15/1/2014.

Job responsibilities:-

- 1 Cashier & Gold loan Appraiser.

- 2 Maintain all Cash books.

Promoted as Asst Branch Head from 15/10/2014.

Job responsibilities:-

- 1 Meet and Greet with the customer.
- 2 Represent loan schemes and condition to front of customer.
- 3 Sanction loans and handle other branch activities in the absence of Branch head.
- 4 Co-ordinates with staff members.

Currently working as Branch Head from 22/06/2015.

Job responsibilities:-

- 1 Meet and Greet with customers.
- 2 Co-ordinates with seniors and all staff management.
- 3 Branch Fund Management.
- 4 Sanction loans.
- 5 Decide Marketing activities.

PERSONAL PROFILE:

Name	: Nitin Sharma
Gender	: Male
Date of Birth	: 17/06/1989
Father's Name	: Sh. Chander Mohan Sharma
Nationality	: Indian

Language : English, Hindi, Punjabi
Hobbies : Music
Permanent Address : Gulzar Nagar, Vill - Dhudianwaal , PO-Bhulana
Kapurthala.

Aim

Achieve success in every field of life.

DECLARATION:

I hereby declare that the information furnished above is true to the best of my knowledge and nothing has been concealed or distorted.

(Nitin Sharma)