

KARAN JAIN

E-mail: karan_jain7@yahoo.com

Ph: 9953742551

Objective

To achieve senior development oriented position in banking / financial sector which requires professional know how, educational background, technical knowledge and dedication for excellence with valuable implementation.

Professional Qualification

- Applied for certification in Branch Banking and retail liabilities from FLIP (Finitiative Learning India Pvt. Ltd.)
- Certification in Mutual Fund Distribution from NISM (2014).
- Completed common proficiency test from ICAI.

Academic Qualification

- B.Com from Delhi University (2010)
- Sr. Secondary from C.B.S.E. (2007)
- Secondary from C.B.S.E. (2005)

Computer Proficiency

Working knowledge of windows and internet, familiar with MS word/MS excel.

Professional experience

- Presently working with IDBI Bank as a Sales Officer from May 2014 to till date.
 - Dealing in opening of current account and saving account.
 - Dealing in loans, insurance and mutual funds.
- Worked with Diamond exports (January 2013 to April 2014)
 - Dealing with the vendors for their payment.
 - Assistance in Accounts Department in booking of a bill and maintenance of salary payable accounts.
- Worked with Citibank as a temporary intern (September 2011 to December 2011)
 - Clearing Department - Assistance in processing of cheques for various customers.
 - Maintaining registers for the total cheques processed in a day.

Knowledge of Banking Industry

- Having knowledge about Accounts and Deposits, Loans, Cards, Demat, Investment, Insurance.
- Having knowledge of NRE/NRO account.
- Having the ability to increase the Bank profitability by cultivating new business relationship.

- Can generate cross selling business from existing customer by selling other products.
- Having the capability of generating revenue for bank.

Client servicing

- Can provide advisory services regarding the procedure and strategies for trading in various types of securities.

Having knowledge in portfolio management

- Rendering profitable investment solutions to corporate and high network clients for significantly enhancing fund management and dividends.

Customer relationship management

- Having knowledge maintaining healthy business relations with high network, corporate and government clients, ensuring high customer satisfaction matrices.
- Have the ability of establishing personal relationship and developing future business, resolving client queries, complaints as well as providing guidance on the various products and services provided the banks.

Significant highlights

- Having knowledge of financial products like mutual fund, debt fund, insurance, equity Derivates (Futures, Call & Put Options, BTST, swing trading, intraday trading, IPO)
- Gained knowledge in common people financial planning like retirement planning, short term goals, child planning, daughter marriage planning).
- Member of association of technical analyst of India.

Training Attended

- Attended various Stock Market investor camps organized by IIFL, ETNOW, CNBC, Zee business.
- Attended investment and trading strategies workshop by leading technical analyst of India like Deepak Mohini (Director of Trendwatch India Pvt. Ltd.)
- Certificate in 3 days seminar on equity research by corporate partners.

Skills sets

- Strong ability to work under pressure and time constraint with analytical approach.
- Good communication skills
- Easily negotiate with other people
- Have good inter personal skills.

Extra-Curricular achievements

- Won prizes in sports field at school level.
- Received 2nd prizes in sketching competition at inter school level.
- First prize in web designing at school level.
- Read various books on equity trading like how to make money trading derivatives, financial planning, millionaires don't eat cake they make them.

Hobbies

- Reading Books, Financial Papers, Internet Surfing, Meeting People to gain knowledge.

Strength

- Confident, Positive attitude, hardworking, punctuality, Good listener and learner.

Personal details

Father's Name	:	Mr. Naveen Jain
Marital Status	:	Unmarried
Sex	:	Male
Date of Birth	:	21 st May 1989
Languages Known	:	English, Hindi
Nationality	:	Indian
Address	:	C-107, Shakti Nagar Extn. Delhi-110052

Declaration

I hereby inform you that all the statement made above are true the best of my knowledge and belief.

(KARAN JAIN)