

Divya Parashuraman,
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Career Objective

- To build a successful career in Finance Industry, providing valuable financial solutions to clients by suggesting suitable & feasible Financial Products

Career Summary

- Client Service Executive with experience of providing Value Added Service & Financial Planning solutions to various customers. Organizational, interpersonal and communication abilities. Proficient in Direct & Tele Sales & generate revenues for the company by achieving the targets on time.

Strengths

- Eagerness to learn new things which will eventually improve my overall skills
- Adaptability
- Ability to work in groups as well as independently with minimal supervision

Academic Qualification

- **B.com** from BNM Degree College [Bangalore University]
Major Subjects: Commerce, Accounts, Marketing and Sales

Other Qualification

- **M.S. Office, Tally 7.2 Version**

Work experience:

Edelweiss Investment Advisory Ltd., Bangalore, April 2012 to till date
Designation: Client Service Executive.

Responsibilities:

- Given the task to contact & educate the clients regarding what is Financial Planning, why Financial Planning & Why Now aspects & pass these leads to the Counselors who will meet & sign-up these clients.
- Taken the responsibility to strike the right balance between providing good advice to the client [Need Based] & also maintaining revenue for the company, by way of Financial Plan Execution.

- Taken the role of acting as a link between the Counselors & Head Office [Mumbai] by way of providing & taking information from the Counselors who will be otherwise busy on the field in meeting the clients.
- Took the task of contacting HR Managers of different corporate to seek permission to conduct seminar on Financial Planning & also to convince them about the need of having a Financial Plan for their employees
- Taken the task of resolving the existing clients issues & resolving the same by taking up the issue with the Head Office
- Preparing mis report on weekly & monthly basis for south region.
- Handling all back office operations for smooth flow of business.

Andromeda Marketing Private Ltd [Vodafone] – Bangalore – 2010 to March 2012

Designation: Tele Sales Executive

Responsibilities:

- Interacting with existing Vodafone clients and resolving their issues in terms of network, present tariffs, activated or deactivated any value added packs of Vodafone service.
- Providing complete information about the best internet packs available in Vodafone to the clients & convincing them to avail & use it.
- Generate revenue to the company by convincing the clients to activate Value Added Services of Vodafone like changing their existing tariff plans, STD packs, SMS packs, local calling packs and also ISD packs etc.,
- Acting has a co-coordinator between the team manager and back end team for the smooth flow of process.
- Identifying corporate employees in accordance to their respective companies provide them the knowledge about the benefits of having corporate tariff plans & help them to change to the new corporate plan.
- Maintain the complete sales records in the system for future reference.
- Taken initiative to achieve targets in terms of calls, sales and also incentives individually as well team.

Achievements:

- Got a certification from the Vodafone sales head for achieving maximum number of sales done in Vodafone postpaid team.
- Awarded as “TOP PERFORMER OF THE MONTH “from AUG 2011 to Jan 2012.
- Got appreciation from Sales Head for acquired clients for financial services over the phone in non branch cities.
- Participated in the campaign of” lead generation ideas“ held on Feb 2014 has been awarded as best lead generator for pan India

Personal Information

Date of Birth : 5th April 1990
Father's Name : P. Parashuraman
Marital Status : Unmarried
Hobbies : Music & Reading
Sports : Cricket / Badminton / Tennis / Chess
Languages Known : English, Kannada , Tamil & Hindhi

Declaration:-

I hereby declare that all the information provided here in are correct to the best of my knowledge.

Place: Bangalore

Date :