

**Sweekar Sharma**  
51 Sant Nagar, East of Kailash  
New Delhi -110065  
Mobile:9811813793

E: [sharma.sweekar@gmail.com](mailto:sharma.sweekar@gmail.com)

### Summary:

Focused and dedicated insurance professional motivated to provide superior customer service and drive sales through cold calling, referrals and strategic outside marketing activities, developing leads and analysing market trends to increase revenue and meet sales goals. Skilled in leveraging extensive network of contacts to build long-term client relationships. Driven to develop strategic sales plans. Bilingual Insurance Manager talented at directing business development and customer base expansion efforts. Natural leader willing to go the extra mile to achieve sales targets and company goals.

### Highlights

- Client relations expert
- Complaint handling and resolution
- Retirement planning
- Cold calling
- Self-motivated
- Complex problem solver
- Thrives under pressure

### Accomplishments

- Have been school football team captain during academic years
- Since 2009 has been Insurance Manager with HDFC LIFE (Bancassurance) Well settled and generating good business for the branch with B Grade Category-Greater Kailash II, New Delhi having a branch book size of 770crs
- Qualified for quarterly sales bonuses by exceeding sales target by 110%.
- Grew life insurance, long term care, and annuity business on year on year basis with over achievement over targets
- Placed up to highest new lead calls per day.
- Earned the "Roundtable Awards" for earning the highest slab in commissions selling more than 1 cr cheque value of premium month on month in life insurance products each year.

### Experiences

#### YES Bank- Green Park

07/2014

#### Retail Banking

##### Work Description

- Opening CASA
- Maintaining EOP in SA, AMB in CA and NTB FD's
- Cross sell for Family Accounts
- Third party Products- AMEX Credits Cards, Life Insurance

#### Sales Manager -Life Insurance

07/2009

\* policyholders during annual renewal period.

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- Interviewed prospective clients to learn about their financial needs and to discuss any existing coverage.
- Processed applications, payments, corrections, endorsements and cancellations.
- Called branch warm leads each week to expand client base.
- Developed, implemented and monitored new underwriting guidelines for the agency.
- Promoted agency products to customers in person, on the telephone and in writing.
- Compiled coverage and rating information in an accessible format.
- Prepared necessary paperwork to process insurance sales and renewals.
- Submitted up-to-date activity and production logs to agency management for review.
- Pursued continuing education and training programs to continue professional development.
- Followed up with potential clients regarding online information requests.
- Presented and clearly explained insurance policy options to clients based on their needs and goals.
- Developed productive working relationships with car dealers, loan processors and other business partners in the community.
- Researched coverage and premium options and supplied clients with the best coverage available.
- Developed life insurance leads to meet monthly sales targets.
- Finalized and maintained all types of personal lines insurance policies within the agency.
- Drafted quarterly reports for management review.
- Coded claims forms and mediated disputes between carriers and clients.
- Promoted client retention through high-quality service and follow through.
- Presented account proposals in a professional and timely manner

#### **Education**

**2009 GCC (BANGALORE UNIVERSITY) -Bangalore, Karnataka, India.**

- Business Administration and Communications coursework
- Foundations of Business Operation seminar
- Business Ethics coursework
- Financial Management coursework

**2006 Cambridge school – New Delhi, Delhi India**

- Was school football team captain from class 9<sup>th</sup> to 11<sup>th</sup>.
- All-rounder in academics

#### **Personal Information**

Date of birth: 03.October.1987

Father's name: Mr Ramesh Kumar Sharma

Marital status: Single

Hobby: Cricket, Football

(X)

(Sweekar Sharma)