AMIT YADAV

**Contact:** 08950359166 **E-Mail:** akyadav1984@gmail.com

**CAREER OBJECTIVE AND AIM**

To obtain a challenging and responsible position which match to my skill and experience where I can contribute to the best of my skills and efforts for the growth of the organization as well as myself.

**WORK EXPERIENCE**

***Organisation Name : YES Bank Ltd***

Location : Jataula , Farrukhnagar Gurgaon

Current Designation : BSP (Branch Service Partner)

Duration : From 11th of August 2014 to till date.

Key Responsibilities :

\*Responsible for cash handling in the branch , maintaining CRL.

\*Responsible for lead generation in the branch for CASA and third party products.

\*Managing customer service and provide satisfactory answer to customer queries.

\*Responsible for proper KYC of the customer according to the norms of the organization.

**Organisation Name : HDFC Bank Ltd**

Location : Farrukhnagar, Gurgaon

Current designation : Branch Sales Officer

Duration : From December 2012 to 9th august 2014.

Key responsibilities :

* Responsible for new acquisition of Current accounts, Saving accounts and Fixed Deposits.
* Responsible for sales target assigned time to time.
* Taking references from existing customers and branch operation team for further customer engagement to cross sell all the retail products.
* Ensuring synergy between the two departments - Branch and Business Banking Group.
* Managing customer service and maintaining quality of accounts.
* To ensure to Know Your Customer (KYC) norms in all application sourced.
* Maintain a daily MIS to capture the forms sent to RDVU with other required details for account set up.

**Organisation Name : HONEYWELL INTERNATIONAL**

Location : Gurgaon

Designation : Technical Support Associate

Duration : From December 2010 to March 2012

Key responsibilities :

* Identify the Requirement of different clients need for product.
* Take care of warranty Replacements.
* Checking product compatibility.
* Technical Troubleshooting.
* Collection of surveys after query resolution for market research team.
* Maintain Manual/catalogue Records for Retailers.
* Active participation in video conferences and Team meetings.
* Project Handling on Product recall.

ACADEMICS

B.E from M.D.U. Rohtak in 2010

Pursuing M.B.A (Marketing) from S.M.U

Have gone through basic training of six sigma & Kaizen

**Personal Details:**

**Date of Birth** : 09th November, 1984

**Permanent Address** : H.No-530A, Ward No. 01, Priya colony, Jhajjar.

**Father’s Name** : Sh. Dharambir singh

**STRENGTHS:**

* Positive Attitude
* Punctual
* Hard Work

**HOBBIES:**

* Playing Football
* Surfing Internet
* Listening Music

SALARY EXPECTATION

**Salary Expected**: Negotiable

Date: (Amit Yadav)

Place: