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# JITHIN PUTHIYEADATH

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Kannur, Kerala

Mobile :**+917560967896**

OBJECTIVE

To pursue a career in a competitive environment where I will get the chance to learn new skills and knowledge and make use of my existing skills and knowledge to perform for the betterment of the company.

**PROFILE**

* Highly self motivated and committed person with proven analyzing and analytical skills.
* Performing the tasks within specified time frame with appropriate quality.
* Well experienced in cross selling new products and service opportunities for both new as well as existing customers.
* Able to independently manage portfolio and handle complex assignment with efficiency.
* Ability to work in a fast-paced collaborative environment and the ability to handle multiple task with minimal supervision.
* Goal and service oriented with comprehensive knowledge and understanding products software;sales,marketing and business development techniques.

EMPLOYMENT HISTORY

**1 Organization : Capital Insurance (HSBC)**

**Location : Doha, Qatar**

**Designation : Relationship Manager**

**Period : Since June 2013**

**Responsibilities**

* Attend meetings, seminars & programs to learn about new product and services,learn new skills and receive technical assistance in developing new account.
* Attend professional meetings, promotional events and introduce new promotional schemes on various insurance companies to appropriate market segment.
* Responsible for achieving desired Sales volume assigned quarterly from time to time.
* Maintaining excellent relationship with client and key contacts of the costumer service support their by assuring costumer complaint resolution and retention.
* Sourcing of new business as a result of building costumer relationship.
* Prepare sales report maintaining pertinent documents perform data entry and any other sales support functions and projects assigned by sales manager.
* Visiting companies daily basis for sourcing new business.
* Provide analysis and guidance to business and individuals to help them with their investment decisions.

1. **Organization** :  **RAK BANK**

**Location : Abu Dhabi, UAE**

**Designation**  : Relationship Officer

**Period**  :June-2009 to July -2013

**Responsibilities**

* Responsible for selling multy products from Rakbank..
* Listing main stream companies.
* Making appointment with individual costumers and companies.
* Responsible for promoting credit cards, personal loans, payroll accounts and account related services.
* Handling and maintaining sales report and pertinent documents and timely reporting market feedback concerned to the sales manager daily basis.
* Representing the bank image in relation with costumer.
* Coordinate with credit and operation department on lending approvals to ensure high quality service, smooth and prompt customer satisfaction.
* Maintaining good relation with costumers and companies.
* Make enough plans to achieve the monthly target.
* Conducted survey of market to update management about new business practices and competition.

1. **Organization** :  **ICICI PRUDENTIAL Priority Circle.**

**Location : kerala ,India**

**Designation**  :Agency Manager

**Period**  :Nov 2007 to May 2009

**Responsibilities**

* Identifying recruiting and training wealth management consultants or agents.
* Imparting training to the recruited advisors from time to time.
* Sourcing business through consultant and urban referral partners.
* Monitoring and reviewing agent performance.
* Preparation of daily activity tracker to document every detail activity done.
* Responsible for achieving desired Sales volume assigned quarterly from time to time.
* Maintaining excellent relationship with client and key contacts of the costumer service support their by assuring costumer complaint resolution and retention.

ACHIEVEMENTS

* 1st Runner up of premium credit card sales (Titanium card) Rakbank UAE 2011.
* 2nd Runner up of credit card sales on 4th quarter Rak bank UAE 2012.
* Used to be part every contest conducted pan UAE (2011-2014Rakbank).

ACADEMIC

* **MBA** from Bharthiar Univercity.Specialized in Marketing Management and Financial mgmt, in 2008.
* **Graduation**  from Kannur University, in 2006

COMPUTER SKILL

Well versed in windows based software package including MS Word, MS Excel, MS Power

Point, MS Office 2000, Familiarity with E-mail & Internet

PERSONAL DETAIL

Sex : Male

Date of Birth : 22-02-1986

Marital Status : Single

**Permanent Address** : JishaBhavan

: Punnad Post, Kannur, Kerala India 670703

: Phone +919847034300, +91490-2434525

**Hobbies** : Playing Cricket, Playing Badminton, Listening to Music.

**EXTRA CURRICULAR ACTIVITIES**

* Member of Lions Club Kannur Kerala
* Student Co-coordinator NSS at NirmalagiriCollege,Kannur Kerala,
* Member of NSS( National ServiceScheme) 2002-2005

**REFERENCES**

1. Mr. Jinju Joseph

Managing Director

HSBC Insurance Brokers

Mobile : +97466040328

Land line: +97444436208

2. Mr. JAGADISH PADMASALI

AREA SALES MANAGER

RAK BANK, ABU DHABI

Mobile : +971-55 8826801

Land line: +971-2 4128800

**DECLARATION:**

I do here by declare that the above furnished information and qualifications of mine are genuine.

JITHIN P