# **RESUME**

**Name- SURYA KANTA DAS**

**MOB NO-7848980842**

**Mail id-surya.cool.at@gmail.com**

Surya Kanta Das

#### Career Objective :

**Best every chance to the level best & be a part of a professionally**

**superintended organization, toil in the fields for the hike of the organization by making the best use of my acquaintance & deftness.**

#### Personal Profile :

**● Good communication skills.**

**● Highly motivated and goal oriented**

* **Flexible and adaptable to different working environments**

#### Educational Qualification :

* **B.A In history honours from paradeep college affiliated to utkal university Bhubaneswar orissa 2004-2008 with aggregate of 57%.**
* **PUC From paradeep college affiliated to council of higher secondary education Bhubaneswar orissa during 2004-2005 with aggregate of 51%.**
* **HSCE From NAC high school affilited of board of secondary education orissa during 2002-2003 with aggregate of 47%.**

**● MBA from sikkim manipal university in bangalore pursuing.**

#### Technical Qualification :

* **DCA from niat hyderabad affilited to niat hyderabad**
* **Course contains-computer fundamental,dos,windows.ms office & internet.**
* **ACCOUNTING SKILLS-DPFA from nict in bangalore affiliated to australian university.**
* **Course contains-Accounts,banking,professional tax,ESI,provodent funds,income tax,service tax,tds,Tally.9 &Tally ERP.9**

#### Personal Details :

**● NAME-Surya kanta das**

**● DOB-2ND July 1988**

**● GENDER-Male**

**● LANGUAGE KNOWN-English, Hindi, Oriya& Bengali**

#### Work Experience :

**●ORGANISATIONAL EXPERIENCE-From 2010sep to 2012 oct.sales executive as branch sales executive in Hdfc Bank.**

**JOB PROFILE-**

**●Acheving sales targets across retail liability products.**

**●Responsible for cross sell & enhancing with existing customer.**

**●Selling of investment product like dmat & trading account,current account & saving accounts life insurance.**

●**Managing operations like account opening,fixed deposite,non resident account opening credit card.**

**●Managing around 30 corporate for their salary accounts.**

**●Generation of referrals from internal database**

**●Act as a single point contact in the branch for receiving the various accounts opening documents from all the sourcing channels.**

**●Inputting the received forms and dispatching to the processing units.**

**KEY SKILLS-**

**●Process rich knowledge in KYC in savings,current,non resident account,dmat,trading & credit cards.**

**●PRESENT EMPLOYMENT-Working as sales officer in ICICI Bank from dec 2012 to till july 2015.**

**COMPANY PROFILE-**

**●ICICI Bank is the largest pvt sector Bank,which offers a wide range of Banking product and financial service to corporate & retail customers.**

**JOB PROFILE-**

**●Working as sales officer(team leader) in salary department.**

**●Conducting induction for opening salary account in mapped corporate.**

**●Doing cross marketing for product like credit cards,dmat,personal loan,home loan & car loan.**

**●Converting the salary account activated in the systen & clearing the rejects.**

**●Getting the salary account activated in the system & clearing the reject.**

**●Keeping the track on inflow of fund in salary account.**

**.Handling team.**

#### Capabilities :

**Good communication and language skills. Is capable of diligent and perseverance application of self to work. Has a flair for evolving ingenuous solutions. Good interpersonal skills, complemented by an affable personality. Very hard working and sincere**.

#### Declaration :

**The information, which I have mentioned above, has no doubt all these activities and experience with these and me are true and my self Surya Kanta Das can give that much assurance, a personal can consider through my C.V nothing else.**

Place **: Bangalore.** Yours faithfully

Date : **(Surya Kanta Das)**