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MOON MAJUMDER ROY 503/2, Shweta Residency

Ramdev Park, Mira Road (E)

Thane

Email : [Munna.icofp@gmail.com](mailto:Munna.icofp@gmail.com) Maharastra

Mb No : 9167378983 Pin 401107

**PROFESSIONAL VISION**

To be a part of the organization that delivers highly customized and sophisticated financial services by valuing enthusiasm, professionalism, commitment, to perform and offers opportunities for growth and learning thus providing conductive environment where I can contribute optimally.

**EDUCATION**

Graduation : Lumding College(Guwahati University)

Class XII : Lumding College( Guwahati University)

Class X : Pranabananda vidyamandir (Lumding, Assam)

**KEY SKILLS**

* Good client servicing skills.
* Good knowledge of Geography of respective job location.
* Good financial analytical skills.
* Good communication skills.

**PROFESSIONAL EXPERIENCE**

**KOTAK MAHINDRA BANK**

**DEPARTMENT: RETAIL BANKING**

**DESIGNATION: RELATIONSHIP MANAGER**

* Handling classic customer Portfolio
* Taking care of queries and complaints of walk-in customer as well as portfolio customer.
* Acting as one point contact for all the portfolio customer
* Responsible for portfolio income target
* Responsible for acquiring CASA and selling other liability products and assets.
* Selling Third part products
* Generating business through new and managing the existing client
* Looking after on other sale services to the client

**ICICI PRUDENTIAL LIFE**

**DEPARTMENT: CUSTOMER RELATION (BANKING)**

**DESIGNATION: ASSOCIATE FINANCIAL SERVICE MANAGER (FROM 02-JULY-12 to Till Date)**

**Responsibilities:**

1. Handling of Relationship to aid customer for all his wealth requirements.
2. To ensure customer documentation is complete & in compliance with the banks requirements.
3. To help coordinators resolve discrepancies associated to customer documentation.
4. Interaction with other team members.
5. To meet minimum 2 new prospective clients per day.
6. To visit existing clients at least once in 3 months.
7. To meet minimum 2 new prospective clients per day.
8. Provide client interaction with value calls.
9. Attending product trainings, to be up to-date with the market developments.
10. To provide & maintain, on an ongoing basis, a daily sales report, figures, forecasting & any other records which may be required by the Team Leader/Cluster Head to keep up-to-date records of sales & performance.

**HDFC LIFE**

**DEPARTMENT: CUSTOMER RELATION (BANKING)**

**DESIGNATION: CO. EXECUTIVE (FROM 01-JULY-11 to 30-JUNE-12)**

**Responsibilities:**

* Handling Customer queries Regarding various investments
* Assisting Personnel Bankers with Various Client Management
* Preparing MIS for Business Generated on weekly basis
* Cold Calling
* Ensuring timely Log in of client documents
* Client visiting to resolve there querries on various Insurance products.

**ACADEMIC ACHIEVEMENTS AND AWARDS**

* Cleared Central Depository Services (India) Limited certification.
* DIPLOMA IN COMPUTER APPLICATION
* DIPLOMA IN FASHION DESIGINING

**EXTRA-CURRICULAR ACTIVITIES**

* Participated in sports in school and college level
* Participated in cultural event (Drama) in school & College level.
* Participated in Dancing Competation in college and school

**OTHER INTERESTS**

Travelling & Adventure

Watching movies

Listening to Music

**PERSONAL INFORMATION**

Father Name : Bidyut Majumder

Nationality : Indian

Marital Status : Married

Passport : A/F

I hereby declare that the information furnished above is correct to the best of my belief and knowledge. I will be highly obliged if given an Opportunity to work with your esteemed Organizations.

MOON MAJUMDER ROY