Name: Resham Punjabi

**DOB:** 12th Dec 1990.  
**Phone:** +91- 9011425342. **E-Mail:** 1212resham@gmail.com

# Objective:

Seeking an opportunity to serve and learn in your reputed organization by encouraging individual contribution, genuine career

Progression and experience the managerial field of business.

**Current Profession:** [Date of Joining – 26th June, 2013]

**Citibank, N.A:**

* Working as **Senior Unit Sales Manager** for **Citibank** under the head of Birla Sunlife Insurance Company**, Nashik Region**
* Managing the insurance sales and services for **Citibank** clients under the **BANCA** sector

# Experience:

**Future Group (Big Bazaar):**

* Successful completion of a project on “ **Assessing the promotional activities of Fashion at Big Bazaar**

**of Nashik Region”**

* Worked as an intern under the Marketing Head, Big Bazaar, Nashik Region

**Persistent (Klisma-An Online Shopping Portal) -Customer Experience Associate** [1st May 2011- 30th August 2011]

* Report to the Support Team
* To ensure that the customer’s needs and wants are satisfied to the fullest
* Detail study and identify the loopholes that obstructed the fulfillment of needs and wants
* To clear obstacles and ensure that the product or the service was delivered to the customers at the right time using the right approach

# Education:

**Masters of Business Administration: (May 2013)**

MET Institute of Management, Nashik

## Bachelors of Business Administration: (August 2011)

K.K.Wagh College of Arts, Commerce, Science Nashik

## HSC: (July 2008)

R.Y.K College of Science, Nashik

## SSC: (June 2006)

Nirmala Convent High School, Nashik

## Extra Curricular Activity:

* Awarded best anchoring in college events and various competitions
* Acted as a General Secretary of K.K.Wagh college of Arts, Commerce, Science Nashik
* Acted as a Team Leader at college events in the organization committee
* Won 1st Prize in competitions like group discussions and debates

# Skills:

* Good written/verbal communication skills
* Good team player
* Great leadership qualities
* Microsoft Office – Usage
* Analysis of Situation

# Hobbies:

* Listening Music
* Organizing events
* Discovering New Places

**Address**: 7th, Harihar Co-Operative Housing Society, Near Dwarka Hotel, Nasik, Maharashtra 422011