### Professional Profile

**2.6 years** of experience in the **Banking Sector.**

Experienced in Banking sector expansion and management of banking sector network to ensure better penetration & market reach.

### Objective

A Creative and enthusiastic person with a diverse range of communication skill, good team player and able to take initiative, good computer skill and learns new task quickly. Trust worthy, confident and able to develop positive relationship with client and colleagues.

**Work experience**

1) Working with **Kotak Mahindra Bank Ltd, Guru Harkishan, Paschim Vihar, New Delhi,** since 03rd Feb. 2014 to till date

As Relationship officer (Assistant Manager)

**Responsibility**-

1. Portfolio Management

2. Cross selling of different products (FD,RD ,MUTUAL FUNDS ,SIP ,etc)within the portfolio

3. Acquisition of new business from the portfolio

AC H I V E M E N T S & R E W A R D S

1. Winner of Platinum Club of July, 2014.
2. Winner of Gold Club Aug. and Sep. 2014
3. Achiever status in RACE file.

2) Worked with **Axis Bank Ltd, Maniktalla Branch, Kolkata.** (from 18th Sep. 2012 to 3rd Oct. 2013)

As Business Development Executive

**Responsibilities-** Acquisition of CASA and Third parties product.

### Education

* **MBA (Marketing management)** full timefrom **Eastern Institute From Integrated Learning In Management, Kolkata** in 2012
* **B.Com** from **J P University in 2009**
* **Intermediate (12th)** from **Bihar Board in 2006**
* **High School (10th**) from **Bihar Board in 2004**

### key skill

**Communication** - Deals with internal and external customers at all levels via face to face, telephone and email, to ensure successful communication via actively listening and probing questions.

**Problem solving** - Resolves in-depth queries in a methodical manner independently and with internal and external business partners to find appropriate resolutions, efficiencies and high level of quality.

**Team Player** - Enjoys sharing knowledge and encouraging development of team member to achieve specific team goals.

**Planning and organizing** - Refined planning and organizational skills that balance work, team support and ad-hoc responsibilities in a timely and professional manner.

**Systems knowledge** - Experience in preparing and analyzing reporting data for management accurately and to timescales.

**Technical’s Skills**

Introduction to Windows, Ms-Office, Internet

### Personal Particulars

Date of Birth : March 23, 1988

Father’s name : Harendra Kumar

Mother’s Name : Babita Devi

Sex : Male

Marital Status : Married

Nationality : Indian

Religion : Hindu

Present Address:

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[skumar.eiilm@gmail.com](mailto:skumar.eiilm@gmail.com)

Languages Known : English, Hindi, Bhojpuri and Bangali

Personal traits Good team worker,

Adaptability,

Helping mentality,

Hard working & positive in attitude.

References Suitable references will be given on request.

I hereby declare that all the information mentioned above are true and correct up to my knowledge.

Date:

Sonu Kumar

Place: