**CURRICULUM VITAE**

**SHAVETA NISCHAL**

CONTACT NO – 9646137756

EMAIL ID - shavetanischal89@gmail.com

**OBJECTIVE**

* To learn and function effectively in an organization and be able to deliver to the bottom-line. To constantly upgrade my knowledge and skills and make a difference in whatever I do.

**ACADEMIC QUALIFICATIONS**

* 2012 MBA from APEEJAY INSTITUTE OF MANAGEMENT (JALANDHAR) affiliated to PUNJAB TECHNICAL UNIVERSITY and secured an aggregate of 77%
* 2010 B.SC degree from SDAM COLLGE,DINANGAR affiliated to GURU NANAK DEV UNIVERSITY and secured an aggregate of 66%
* 2007 XII from Punjab School Education Board and Secured an aggregate of 62%.
* 2005 X from Punjab School Education Board and Secured an aggregate of 64%

**EXPERIENCE PROFILE**

* 7 Months Experience in **INDIA INFOLINE FINANCE LTD.**
* Presently working in **AXIS BANK LTD.** and I have 2 years 4 months Experience as a Assistant Manager .

**CERTIFICATE**

* I have passed IRDA certificate (LIFE INSURANCE).
* I have passed NISM certificate (MUTUAL FUND DISTRIBUTION).

**JOB PROFILE**

* To handle out the cash position as a teller.
* To settle down clearing process as inward/outward clearing.
* To maintaining the bank records such as register and files.
* To tackle the customer queries and all operations work as front desk officer.
* Cross selling of the other banking products such as A/c opening , Mutual funds, Insurance, Debit and credit cards.

**PERSONAL SKILLS**

* Comprehensive problem solving abilities.
* Ability to deal with people diplomatically.
* Willingness to learn team facilitator hard sociable, warm hearted and friendly, enjoy interaction with people.
* Very cooperative, good team leader.
* Loyal and hard working.
* Good listener and Observer.
* Respect authority, good leadership potential, likes to be in charge.

**PERSONAL INFORMATION**

Date of Birth: 11- Jan 1989

Gender: Female.

Father Name: Sh.Deepak Nischal.

Mother Name: Asha Nischal.

Nationality: Indian

Languages: English,Hindi,Punjabi.

Permanent Address: H.NO-1, WARD NO.-1,NEAR GUPTA

BROTHERS FACTORY G.T ROAD

DINANAGAR, DISTT.GURDASPUR.

**DECLARATION**

I do here by declare that the particulars of information and facts stated herein above are true, correct and complete to the best of my Knowledge and belief.

PLACE: Dinanagar

SHAVETA NISCHAL

DATE: 31-Aug-2015