**ANOOP N NAIR**

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| **ACADEMIC QUALIFICATION** |
| Examination Board/University % of Marks |

MBA (HR & Marketing) MG University 65.96

B.Tech (Biotechnology & Biochemical Engineering) Kerala University 61.96

Pre-Degree Kerala University 69.60

10th Kerala State Syllabus 82.83

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| **ACADEMIC DISCTINCTIONS** |

* **Represented school** inProgressive Curriculum Management scholarship in 1995, 1996 and in1997.
* **Principal’s Honor’s List** award winner in St Mary’s HSS for two academic years.
* **Kerala University 4nd** in Molecular Biology and Genetics Lab for B.Tech University Exam with 94 marks out of 100.

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| **WORK EXPERIENCE 75 Months** | | | |
| **ICICI Prudential Sr.Associate (Feb ‘11-Till Date)** | | | |
| **Roles & Responsibilities** | | * **Branch -In-Charge**:Customer Service and Operations Trivandrum and Attingal Branches. * **Managing sales end-to-end**: **Cross selling**; Lead Generation, Sales pitching and Conversion of orphan customers. * **Managing sales end-to-end**: **Upselling** of Products to existing customers. * **Manages AMS;** Coordinates training & induction of financial serviceadvisors. * **Manages Financial Management Services;** prepares monthly financial statements for the branch. * **Inventory Management**: Oversaw tracking and analysis of periodic inventory usage. * **Topper** in **Pan India;** Cross selling for the financial year 2011 -2012. * **Topper in South India;** Upselling for the financial year 2012 – 2013. * **Quickest Branch** to achieve 100 upselling in Keralafor the fiscal year 2013 -2014. * **Highest Appraisal Rating** of A 1 for the fiscal year 2014 -2015. * **Promoted to Level 2** during the Fiscal year 2015 – 2016. | |
| **Achievements** | |
| **Allsec Technologies Transaction Monitoring officer (Jul ’06-May ‘08)** | | | |
| **Roles & Responsibilities** | | * **Client-** **Dell Inc**, worldwide leader in computer technology. * **Evaluation of customer transactions in Dell computers.** * **Prepared report on the technical interactions of customers.** * **Prepared report for better customer experience** during technical interactions. * **Client Appreciation** for report on better customer experience during technical interaction. * **2 Sport Awards** for detecting high quality defects and facilitating for quick closure. * **Developed** Learning Tool to facilitate learning without involvement of trainer for new recruits. * **Obtained** 5/5 rating in appraisal for the fiscal year 2006-2007. | |
| **Achievements** | | |
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| **SELECT PROJECTS & PAPERS** |

* **Involved** in providing IMS Training for employees in Apollo Tyres
* **Project done on Substitution effect in case of LPG cars.**
* **Undergone** Organizational Study at Kerala Automobiles Limited.
* **Undergone** Industrial Training at HLL
* **Article** got published in ICICI Prudential’s annual Magazine**.**
* **Tackling** high Student Dropout Rate in Govt Schools in Kerala; Proposed sustainable means of income for parents

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| **POSITIONS OF RESPONSIBILITY** | | |
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| **Core Member, Adventure Club, ASIET** | * **Head- Design and Conceptualization** team leading a group of 14 people. * **Drove Marketing, HR & Recruitment -** presentation, promotion, & induction * **Chief Organizer**,2-day trek for 14to Munnar, 1-day trek for 14 to Sholayar. * **Conceptualized** & **Organized** website for promoting Home stay in tourist places**.** | |
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| **Exec-Member, Biotech Students Assn** | * **Elected** to1st Biotech Students Associationin UG college, played key role in shaping its functions * **Planned & Organized** a week long Multi-State Industrial Visit for Department of Biotechnology * **Procurement** of equipments for newly built labs, facilitating with staff and college authorities | |
| **Coordinator** | * **Organized** Tatva ‘06,National Level event. * **Organized** Advaita ’09 National Level Management Fest. * **Organized** Blood Donation camps in campus; Developed & maintained student blood group DB. | |

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| **SUMMER INTERNSHIP** | |
| **English Indian Clays Limited Summer Intern-Research 2 months (June ’10-July’10)** | |
| **Work Done** | * **Conducted Employee Satisfaction Survey** * **Analyzed the factors that affect the level of satisfaction, morale** and motivation. * **Designed** Strategy Framework forimprovingattendance. |
| **Result&**  **Achievements** | * **Appreciated** & **Commended** by Head HR for in-depth research, analytical skills & new ideas. |

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| **EXTRA CURRICULAR ACHIEVEMENTS** |

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| **Endurance/**  **Trekking** | * **L**ead a team of 10 people in Agasthayargoodam Trekking in 2014 and 2015. * **Undergone** 2 day trekking program for school students in Thekkady by Forest & Wildlife Department. | |
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| **Others** | * **Participated in** District level Inter-school Arts Competition in 1996 &1997. * **Winner**, in project category for Inter-school science exhibition in 1998. * **School Cricket Team** Vice captain. * **Winner** in Malayalam skit (out of 7 teams) and **Runner-up** for mime in Annual College Arts Fest’05. | |

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| **PERSONAL DETAILS** |

* **Date of Birth:** 20th April, 1984**.**
* **Passport Number: L1755592.**
* **Languages Known:** English, Hindi, Malayalam and Tamil**.**
* **Reference:** Available upon request.