**RESUME**

**Rana Shubham Srivastava**

Khasara No. 335, CRC 2 near Sultanpur Metro Station, New Delhi-110030

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**Academic Qualifications**

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| --- | --- | --- | --- | --- |
| **Certification** | **Specialization/Board** | **Institute/University** | **%/CGPA** | **Year** |
| PGDM | Finance and Marketing | Jaipuria Institute of  Management, Jaipur | 2.97/4 | 2014 |
| Graduation | B.com | University of Allahabad | 55.47 | 2012 |
| 12th | CBSE | Kendriya Vidyalaya, ITI, Naini | 60.00 | 2009 |
| 10th | ICSE | St. John’s Academy,  Allahabad | 68.69 | 2007 |

**Work Experience**

* Worked with ICICI Securities Ltd as Senior Relationship Manager.
* Duration 4 months (July 2014-Nov 2014).
* Responsible for client portfolio management.
* Solving customer query regarding their financial need and advising them on their portfolio performance.
* Generating business from existing clients and acquiring new clients.
* Achieving desired target by cross selling different equity product like Mutual fund, Fixed Deposits, Home Loans and insurance product like General Insurance and Life Insurance.
* Understanding of the procedure of dematerialization of physical form of shares to PINS and Non PINS Account.

**Summer Internship**

**Organization:** BOI AXA Investment Manager Pvt Ltd **April 13 –June 13 (60 days) Project Undertaken:** Prospective buyer of mutual fund and ways to increase distribution channel of the product.

**Key Learning:**

1. Developed my understanding how mutual fund industry works.
2. Developed good understanding how customers behave before buying mutual funds.
3. Learned how to cater the needs of customers and achieving customer satisfaction.

**Additional Project**

**Organization:** Jaipuria Institute of Management, Jaipur.

**Project Undertaken**

1. A report on cash balance and factor affecting it. (**2012)**
2. Ratio analysis of different manufacturing company **(2012)**

**Key Learning**

1. Learned how to use Prowess (database for financial performance of Indian companies.
2. Developed good understanding of ratio analysis and interpretation in decision making.

**Achievements**

* Secured ‘C’ certificate in ‘B’ grade in NCC 17 UP battalion. **(2011)**
* Secured ‘B’ certificate in ‘C’ grade in NCC 17 UP battalion. **(2010)**
* Accomplished second combine annual training camp 65 of NCC **(2010)**
* Accomplished first combined annual training camp 65 of NCC **(2009)**
* National Certificate in Modular Employability Skill (Banking and Accounting).
* NISM Series- V-A Mutual Fund Distributer Certificate Examination.
* Certificate Examination in Life Insurance.

**IT Skill**

* Well Proficient in MS-Office.
* Have good working knowledge on MS Word, MS Excel & MS Power point.

**Co- Curricular**

* Attended Management Conclave in J K Lakshmipati University, Jaipur.
* Attended Workshop on Financial Statement Analysis.
* Coordinator in various college level seminar, international conferences and workshops.
* Partner of Campus Company in institute “Print Station”.
* Certificate of appreciation from E-Cell, IIT Bombay. **(2013)**

**Interest**

* **Eating:** Enjoying different variety of North Indian & non veg cuisines.
* **Watching:** English TV series.
* **Music:** Rock, Gazals & instrumental.