**RESUME**

**SUBHO JYOTI BORUAH**

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**ADDRESS:**

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House No. C-9

Neepco Complex, Umrangso

P.O & P.S: Umrangso,

District: DimaHasao, Assam

Pin-788931

**Career Objective:**

Wish to join an esteemed organization to establish my career and professional identity in the Marketing spectrum in a position that will utilize my organizational, interpersonal, marketing and communication skills.

**Organization: Axis Bank Ltd**., Shillong Branch, Meghalaya.

**Duration:** 1stAugust 2013 till date.

**Designation**: Business Development Executive (Circle Salary and Trust Group)

**Key Responsibility Area:**

* Acquiring salary account from Business Corporate and Government Organizations.
* Acquiring Trust account from Educational Institutes, NGO, Trust, Society and Government Agencies.
* Establishing business tie-ups and providing service to Government Organizations and Business Corporates.
* Acquiring other Cross Sell through Life Insurance, General Insurance, Mutual Fund, Systematic Investment Plan (SIP) and Loans.

**Achievements:**

* Funding of **Rs. 20.77 Crores** in the account of **Megha Health Insurance Scheme** in the month of July 2014
* Opened the account of **Directorate Educational Research and Training for project “Supporting Human Capital Development in Meghalaya**” amounting **Rs.4 Crores** on August 2014.
* Sourced **highest number of OTR accounts** in the contest “**Jordan Calling**” in the Circle held on 05th August 2014.
* Sourced **highest number of Credit Cards** in the contest “**Credit Card Championship**” held in the Circle as Salary BDE with **263%** achievement on 27th December 2014.
* Nominated for “**Star Club**” for achievement in **Life Insurance business** in the Circle in the month of December 2014.
* **Certificate of Appreciation** for “**Defeating Circle Sales Head Challenge**” in CASA Sourcing Day held in the month of February 2015.
* Nominated for “**Star Club**” for achievement in **Life Insurance business** in the Circle in the month of March 2015.

**Organization: Country Club India Ltd**., Christian Basti, Guwahati, Assam.

**Duration:** 27th April 2013 to 31st July 2013.

**Designation:** Sales Executive/ Holiday Consultant.

**Key Responsibility Area:**

* Selling Country Club’s membership cards to prospective clients through interaction and have to deal with the clients and advise them to buy Country Club’s Membership Cards. Face to face conversation system is followed, where we have to convince the clients and create the necessity and importance of holiday in one’s routine life and bringing about the use of holidays by selling membership cards.

**Academic Qualifications:**

* Passed B.A. (1+1+1) with Major in English under North Eastern Hill University (NEHU) from St. Dominic’s College, Shillong, Meghalaya in the year 2010 with 49.13 %.
* Passed H.S. under Central Board of Secondary Education (CBSE) from Vivekananda Kendra Vidyalaya, Umrangso, Assam in the year 2004 with 73. %.
* Passed H.S.L.C under Central Board of Secondary Education (CBSE) from Vivekananda Kendra Vidyalaya, Umrangso, Assam in the year 2002 with 54. %.

**Additional Qualifications:**

* Certificate in Integrated Computer Application duration for 3 months securing from CEC in the year 2004.

**Skills:**

* Basic Computer (MS office 2003 & 2007).

**Reference:** Roshan Thapa, Branch Head, HDFC Bank, Shillong Branch.

**Personal Details:**

* Date of Birth: 19/09/1986.
* Gender: Male
* Religion: Hindu
* Nationality: Indian
* Marital status: Single
* Languages known: Hindi, Bengali, Nepali, Assamese, Dimasa, Nagamese & English.
* Father’s name: Pradip Kumar Boruah
* Mother’s name: Aswini Bala Barman
* Caste: Other Backward Class.

**I hereby declare that the information given is all correct to the best of my knowledge.**

Date: 02 June 2015

Place: Shillong (SUBHO JYOTI BORUAH)