

CURRICULUM VITAE

Mr. Sudhakar Sharma

LIG 10, FP no 207

5th floor, Flat no 404, Block 5A,

Jodhpur Ahmedabad 380015

Someshwar Apartment

Cell –8984810398, E-Mail Id: sudhakarsharma.79@gmail.com



OBJECTIVE

To gain knowledge & expertise in a professionally managed organization, which provides me avenues to utilize my skills effectively towards the growth of self & the organization and to get a work experience that will enable me to pursue a challenging and growth oriented career.

QUALIFICATION

- 2007: **MBA in Marketing specialization** from Punjab Technical University.
- 1996: **BSC Degree in Chemistry honors** from JRC College, T. M. Bhagalpur University.
- 1993: **Intermediate (+2Science)** passed from Dhanraj Singh College, B.I.E.C.
- 1991: **Matriculation** passed from Model High School, B.S.E.B.

COMPUTER PROFICEINCY

- Completed the course **Diploma in Computer Application** in 2004 from ZED CA Institute, Cuttack.
- Worked on MS office, Power Point, Mailing, ERP Software, Tally 9.2, CBS.

PREVIOUS WORK EXPERIENCE

- Branch Manager in **Muthoot Finance Ltd**, JayadevVihar Branch, Bhubaneswar, From Oct 2012 to July 2021 .
- Branch Head (operation) in **Rhina&Ravvi Holding Ltd**, Delhi, From Nov 2011 to Sep2012.
- Asst. Branch Manager in **IF& S A (P) Ltd.** Delhi, From June 2011 to Nov2011.
- Branch Manager in **WWS Pvt. Ltd.**, Coimbatore, From Apr 2005 to Nov2011.

CURRENT JOB PROFILE

Company Profile – Branch Manager at **Muthoot Finance Ltd.** satellite Branch, Ahmadabad

Period – July 2021 to Till Date

Part of Derivative Operations team, where responsible for:

- Risk Management & Compliance (fraud).
- Finance & Accounts – Financial analysis, MIS, & reporting.
- Audit internally - Gold, Accounts, KYC.
- Ability in improving operation and quick resolving complaints with the regulations.
- Managing day to day activities of accounts & finance.
- Regular interaction and meeting with customers to resolve the Issues in service.

- Skills in managing the complete planning & management activities for ensuring competition of various types of audits and statutory return with the time and cost parameters.
- Skills in managing teams to work with the corporate set parameters and motivating them for achieving business targets and individual goals.
- Achieve other financial products sales target.
- Recovery NPA & PNPA accounts on monthly and quarterly basis.
- Daily reporting to Zonal Manager & regional Manager.
- Daily meeting with minimum four HNI customers.
- Handle strong room valuable gold, gold coin, and foreign currency cash.
- Achieving all Business target with implementing new ideas.
- Motivating & Managing Team Members.
- Formulating of Strategies for Business development.
- Rendering Excellent Customer Service.
- Achieving Business Target.
- Branch Accounting/administration.
- Given training to new joiners and motivated them for achieving business targets.

ACHIEVEMENTS

- Awarded in chairman club membership in 2020-21 by achieving top sales in Odisha.
- Continuously hold top three position in Odisha for last five years.
- Win multiple foreign trips by achieving targets.
- Honored with awards and certificates for best performance.

STRENGTH

- Quick learner
- Honesty
- Enthusiastic team member.
- Tenacity and capacity for hard work, along with team work, innovative and analytical skills.

PERSONAL DATA

Name	:	Sudhakar Sharma
Father's Name	:	Late. Sri Ayodhya Prasad
Permanent Address	:	Mars-B-408, Cosmo City, Silvassa, DNH&DD, 396230
Data of Birth	:	2 nd Jan 1979
Marital Status	:	Married
Language Know	:	English, Hindi & Oriya
Hobbies	:	Listening News & Reading Magazines

DECLARATION

I hereby declare that all the above mentioned information is correct, true and complete to the best of my knowledge and belief.

Place:

Date:

Sudhakar Sharma