

MALHAR HARMONY, BUNGLOW NO 12, BEHIND SWAMINARAYAN SCHOOL, LAVARPUR,
NEAR GIFT CITY, GANDHINAGAR -382355. GUJARAT. PHONE: 09664441957
EMAIL-ID: PRATIKMEHTA3098@GMAIL.COM

PRATIK J. MEHTA

CAREER OBJECTIVE

“To contribute to my team and organization by working in a highly effective manner and having a commitment to meet or exceed expectations by Comprehending, Listening and Converting business problems into effective solutions, using my knowledge, experience and skill sets”.

PROFESSIONAL SKILLS

Enthusiastic, hardworking, adaptive, methodical and innovative, able to learn quickly, producing result in a targeted time - frame.

EDUCATIONAL QUALIFICATIONS

Stream	University	Class	Year Of Passing
T.Y.B. Com Banking & Insurance	Mumbai	64%	2007
H.S.C.	Mumbai	59.45%	2004
S.S.C.	Mumbai	45%	2002

- Masters of Management Studies (MBA – MARKETING) from Institute for Technology And Management (ITM) – Certified By Southern New Hampshire University. Completed May, 2013.

Working Experience :

1. Organization : India infoline Limited.
Period : 5th September 2007 to 31st March, 2011
Designation : Financial Advisor.
Location : Mumbai.

Job Description : Achieving target of account opening & brokerage. Developing good relation with the client. Handling portfolio of various clients fund. Solve trading related queries.

I Was Been Promoted for HNI DESK AS FINANCIAL ADVISOR FOR IIFL PRIVATE WEALTH MANAGEMENT.

JOB RESPONSIBILITIES

Business Development, Client Servicing & Team Management in the Financial Services sector. Adopt emerging trends, addressing industry requirements to achieve organizational objectives & profitability norms.
Proficient in managing operations, organizing promotional strategies, building relationships with clients & achieving desired goals.
Goal-oriented individual with strong leadership capabilities.
Proven ability to work in unison with staff, volunteers, and board of directors.

Area of Expertise & Exposure :

Business Development & Market Analysis
Initiating contact with potential customers for developing leads, sales & cross selling securities
Providing advisory services to corporate & high net-worth customers on substantially improving funds management and profitability.
Implementing data collection & analysis, involvement in lead generation & subsequently lead conversion.
Deploying suitable market research tools to gauge market trends & competitor activities, consumer behaviour etc. to gain the competitive edge.

2. Organization : Tata Consultancy Services.
Period : 29th June 2011
Designation : Process Associate.
Location : Nesco Mumbai

Last working day with TCS – Eserve Pvt. Ltd. as Process Associate – Pre-Foreclosure Team from 29th Jun 2011 to November 5, 2014.

Responsibilities:

Managing the Pre – Foreclosure Activities like Equity Analysis, and Scrubs for Citi Mortgages.
Managing the Mortgage Equity Analysis (EA) which is a computation of the difference between the value of a property and the amount owed on it in the form of mortgages. It involves conducting step-wise reviews on property documents like Credit Bureau Report (CBR), Title Policy Letter (TPL), etc. followed by determination of Senior Lien on the property. Then, updating the records in DRI and Citi Link systems.

3. Organization : **Vodafone India Service Private Ltd**
Period : 16th March 2015 – 31st December, 2016
Designation : Executive
Location : Ahmedabad Vodafone House.

Worked for NUC Team– Network Unlocking Code, International Customer Operation, For UK Process Backend.

4. Organization : **Kiran Motors Ltd.**
Period : 19th Dec 2017 Till Date.
Designation : Assistant CRM Manager (CRM Division – Motera)
Location : Motera, Gujarat.

Roles &Responsibilities:

I use to check after each and every enquiry, which showroom use to get through different Sources. - SMS Blast, EMAIL - CAR DEKHO /CAR WALE, Showroom Walk-In, Anytime Maruti, Cold Visits - Miss Call Lead's, Work Shop Enquiry, Inbound Calls, Reference, Check after each and every Enquiry. I also use to Prepare reports Like Open Enquiry Analysis on basis Basis, Also Use to check the Enquiry Not Follow Up for each Employee Dse's of the Showroom for the Current Month and Current Days.

Total Enquiry VS Source / Total Enquiry VS Enquiry Status / Total Enquiry VS Mode of Punching.

Team Leader V/S - Model Wise Data for the showroom.

Total No. of Booking & Delivery for the showroom.

Walk-in Ratio in Percentage For All Team Leader's and Model Wise Report.

I have also work for Existing Channel - Rajpath Maruti, Rajpath Nexa, Motera Kiran Motors Branches as ACRM.

EXTRA CURRICULAR ACTIVITIES

- Basic Computer Hardware & Software Knowledge.
- Basic (MS Word. MS Excel, Power Point)
- Non Linear Video Editing On Final Cut Pro (FCP) & Photoshop.
- Helping on weekend for NGO Named Versova Welfare Association as Committee Member.

STRENGTHS

- Willingness to learn new things.
- Belief in hard work Optimistic.

HOBBIES & INTERESTS

- Listening Music, Talking, Traveling.
- Photography.
- Driving my Vehicle to Different places for Different Experience.

LANGUAGES KNOWN

Can read, write and speak ENGLISH, HINDI, MARATHI & GUJARATI.

PERSONAL PROFILE

- Date of Birth : 1st Nov 1983
- Height : 5' 7"
- Weight : 69 Kgs
- Passport No. : G9101471
- Nationality : Indian

Declaration: I hereby declare that the information provided above is true to the best of my knowledge.

Pratik J. Mehta