

JILL MODI

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OBJECTIVE

Obtain a challenging leadership position applying creative problem solving and lead management skills with a growing company to achieve optimum utilization of its resources and maximum profits.

EXPERIENCE

May. 2019 - Jul. 2019
Vadodara, Gujarat

Sale and marketing executive-Intern, DSP Mutual fund

- Determine policy contract provisions for each type of mutual fund.
- Analyzed monthly balance sheet accounts for corporate reporting.
- Generated financial statements and facilitated account closing procedures each month.
- Network within communities to find and attract new customers.
- Establish and maintain relationships with individual or business customers or provide assistance with problems these customers may encounter.

EDUCATION

Jun. 2020

BBA

- Charusat University - Changa, Gujarat

May. 2017

H.S.C

- GSEB Board

May. 2015

S.S.C

- GSEB Board

SKILLS

Microsoft Office

Customer service

Management skill

Active listening Leadership