

LIPI SHARMA

Mobile: +91-7227048396/7992270851

Email: sharma.lipi1991@gmail.com

Career Objective

To obtain a position in an organization of high repute where I can work in coherence with mission of the organization and contribute in achieving objectives set by the organization with my skill set. **Work Experience**

➤ Over 8.3 Years of experience in Banking

➤ Currently Working with **Axis Bank Ltd.** as **Manager (Grade MM 1)** Since March 2021 to till date at Ahmedabad Location.

➤ Worked with **ICICI Bank Ltd.** as **Deputy Branch Manager (Grade DM II)** Since May 2019 to February, 2021 at Patna Location.

➤ Worked with **ICICI Bank Ltd.** as **Deputy Branch Manager(Grade DM II)** since January 2017 to April 2019 at Ahmedabad Location.

➤ Worked with **ICICI Bank Ltd.** as **Deputy Manager I** since November 2013 to March 2016 at Ranchi Location.

➤ Responsible for handling branch operations along with diversified queries of customers, And Sales expertise in Banking Products.

➤ Promoted as **Deputy Branch Manager (Grade DM II) in April 2016** at Ranchi Location.

Branch Operations

➤ Managing teller counter, lobby & authorising teller transactions.

➤ Responsible for checking vault limits & vault custodian.

➤ Ensuring adherence to audit, compliance & all operation as per the guidelines.

➤ Monitoring all non-cash transaction like; DD/MC, fund transfer, jewel loan processing and disbursing ATM Cash Loading etc.

➤ Handling reconciliation of all suspense accounts and maintaining the register.

➤ Reviewing branch reports like; EOD Cash Position Report, Instruments Issued, etc.

Sales & Marketing

- Analysing business potential & executing plans to drive sales in achieving desired targets for the financial products of the bank.
- Identifying new streams for revenue growth & developing sales plans to build consumer preference. ➤ Tracking competitor activities and providing valuable inputs and new features addition for fine tuning the selling and marketing strategies and devising effective counter strategies.
- Coordinating with the branch and sales department in business expansion.

Business Development

- Handling, qualifying and pursuing business opportunities through market surveys and mapping as per targeted plans as well as through lead generation.
- Monitoring, qualifying and pursuing business opportunities through market surveys and mapping as per targeted plans as well as through lead generation & achieving market share.

Client Relationship Management

- Identifying and networking with prospective clients, generating business from existing accounts and achieving profitability and increased sales growth.
- Building and maintaining healthy business relations with clients, ensuring high customer satisfaction matrices by achieving service quality norms.
- Managing the jewel loan processing and disbursement.

Academic Record

- Completed **PGDBM** in 2014 from Manipal University, Bangalore, secured **7.24 CGPA**.
- **B.Com. (Accounts Hons.)** in 2011 from Patna University, Patna, secured 60.35% aggregate.
- **H.S.C.E** in 2008 from Kendriya Vidyalaya Kankarbagh, Patna secured 74.4%.
- **S.S.C.E** in 2006 from Kendriya Vidyalaya Kankarbagh, Patna, secured 72.8 %.
- Pursuing **M.com (Financial management)** full time course from Amity online program

Other Credentials

- NISM V-A (Mutual Fund level- I) certified.
- NISM V-C (Mutual Fund level- II) certified.
- NISM X-A (Investment advisor level-I) certified.
- NISM X-B (Investment advisor level-II) certified.
- Computer knowledge: MS-Excel, Word and Power-Point.

Achievements & Co-Curricular Activities

- Received recognition from Zonal Head of ICICI Bank Under different contest like (**Reward and recognition, Josh,Rolling Trophy,Lunch with ZH,ZCDP and Elite wall of fame**).
- Program Leader for an event ‘Sales Mela’ in Manipal University.
- Organised Annual Day Celebration in Manipal University.
- Actively participated as a volunteer in blood donation camps.
- Sports CR(Leader) in Manipal University 2013.
- Received recognition from **Executive director of AXIS Bank** under contest **FAMILY FIESTA Season-3**.

Personal Profile

- Strengths : Hardwork,Team Leader ,Punctuality, Quick Learner.
- Hobbies : Travelling, Surfing , reading biographies of great personalities
- Date of Birth : March 14, 1991 .
- Father’s Name : Mr. Ram Padarath Sharma
- Mother’s Name : Mrs. Mamta Sharma
- Languages known : Hindi, English.
- Permanent Address : New By Pass Road near Krishna Niketan School Patna(Bihar) 800017.
- Marital Status : Married

Declaration

I hereby declare that all the information given by me is true to the best of my knowledge.

LIPI SHARMA