**Curriculum Vitae**

**Jignesh Vinubhai Kyada**

71,Keyur Park Society,Near.Sukan Bungloz,Nikol Naroda Road,Ahmedabad-382330

Contact No.: (M) +91-9601301332

E-mail: jigneshkyada786@gmail.com

**Career Objective**

Seeking a position where I can utilize my knowledge, abilities and Personal skills while being resourceful, innovative and flexible that offers professional growth along with the organization.

**Qualifications**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Degree** | **College/ Institute** | **University/ Board** | **Year of Passing** | **Percentage** |
| M.B.A | Sikkim Manipal University | S.M.U | 2016 | 51.92% |
| B.Com | Gujarat Commerce Collage | Gujarat | 2013 | 44.11% |
| H.S.C | Shreeji Vidhyalay (Bapunagar) | Gujarat | 2009 | 58.00% |
| S.S.C | Sarshvati Vidhyalay (Nikol) | Gujarat | 2007 | 60.77% |

**Work Experience**

### Active Engineering Co.

(H.R & Admin)

[1st March, 2016 to 30th Nov.2017]

**Technical Exposure**

* Manpower planning.
* Recruitment.
* Compensation and salary issues.
* Employee development and administration.
* Training and career development.
* Labor relations and discipline management.
* Personnel transfer and movement.

### Max Life Insurance Co Ltd

( Sales Manager in Banca insurance – Axis Bank )

[1st Dec. 2017 to Till Date]

**Job Responsibilities :**

* Generating life insurance lead to achieve branch target .
* Accompanying branch team in respective insurance calls.
* Preparing daily joint call tracker.
* Coordinating with MLIC operation for cheque clearance & policy issuance .
* Login insurance documents verification at branch level.
* Daily reporting to cluster manager.
* Training and development in branch employee .
* Resolve existing client query and services .
* Resources activation .
* Renewal collection .

**Achievements :**

* I got first promotion was fast track promotion in 9 month.
* I got achievement trophy of Highest protection plan sales in Jan-2019
* I got achievement trophy of Highest GIP plan sales in Jan-2019

**Personal Profile**

**Date of Birth** : 23rd May, 1992.

**Marital Status** : Married

**Languages Known**  : English , Hindi & Gujarati

**Hobbies and Interest** : Interaction with People, Cricket, and   
 Travelling

**Expected Salary :** As per Industry Standard

**Declaration** : I hereby declare that the above stated details are

True and to the best of my knowledge.

**You’re faithfully**

**Jignesh Kyada**