

RAJESH N

1/42/24B

THIRUKUMARAN NAGAR FIFTH
STREET, PALAYAMPATTI,
ARUPPUKOTTAI (TK), VIRUDHUNAGAR
(DIST), 62101. TAMIL NADU.

Mail ID: rajezvikram05@gmail.com

Mobile No : 9715219655 ,8438234151

OBJECTIVE

An entry level position in the industry with the opportunity to grow alongwith the company.Would like to thrive in challenging positions in which my transferable skills serve as a platform for new learning experiences.

Academic Qualification:

- Course-+2 Board-State Board School Name-S.B.K.Higher Secondary School Specification- Maths, Computer Science, Percentage-74.83% Year of Passing 2008.
- Course-10 Board-State Board School Name-S.B.K.Higher Secondary School Percentage-77.2% Year of Passing 2006.
- Course- Bachelor of Computer Science- Madurai Kamaraj College Name-VHNSN COLLEGE ,VIRUDHUNGAR 75% Year Of Passing-2011.University Percentage.

Awards & Achievements:

- Have won several prizes in several events in various intercollegiate meetings .
- NSS Volunteer.
- Type Writing in Lower level in English.
- I Have received certificate of excellence for my outstanding performance in Muthoot Fincorp Ltd by Regional Manager.

PROMOTIONS :

- *Muthoot Fincorp Ltd was joined first Customer Service Exective and work smart ,responsibilities and achieve the target do promote to BRANCH MANAGER in Sivakasi.*
- *HDB Financial services ltd was joined first Senior Sales Officers - GRADE 3 ,then after six months achieve the targets ,work smart ,responsibilities ,finding audit quries so i promote to Branch Operations (inculde Gold) GRADE 1A.*

Working Experience (7.5 YEARS):

- I Worked as Branch Manager in Muthoot Fincorp Ltd at Sivakasi Branch for **3.5 years** (from march 1st 2012 to 7th june 2015).
- And Also Worked as Operation Exective (Gold) in HDB Finance Ltd at Aruppukottai Branch (From 11th January 2017 To 17th December 2019) **3years**
- And Now Working as Branch Manager -Grade (Deputy Manager) in IIFL Finance Ltd At Madurai Villapuram Branch (From 23rd December 2019 To Till Now) **1years**

Job Responsibilities

Branch Manager (Muthoot Fincorp- 3.5 years)

- Team Handling ,Set clear team goals
- Oversee day to day operation
- Monitor team performance and report on MIS
- Motivate team members
- Recognize high performance and reward accomplishments
- Listen to team members feedback and resolve any issues .
- Maintain ,manage and monitor all customer related operational issues.
- Develop and execute branch sales strategies to maximize revenues.
- Ensure co-ordination between sales marketing ,accounts and admin departments.
- Ensure training to sales and marketing teams.
- Prepare financial statements for the head office.
- Monitor expenses of the branch.

Operations (PL,LAP,BL ,EBL, GOLD) (HDB- 3 YEARS)

- Daily Sales officer Calls track as per plan shared by BM.
- Cross Selling of other products to PL ,LAP,EBL and increase in walk in of the branch.
- Gold bucket collection responsibilitys.
- Achieving branch wise sales ,IRR and revenue targets.
- Planning and implementation of marketing activities.
- Controlling daily sales report of sales staffs in compliance.
- Helping sales team in converting the deals.
- Coordination with various teams for cross sale of GOLD LOANS.
- Ensuring policy adherence and meeting compliance requirement.
- Tracking Approval rate and other critical deviation for ALL loan product.
- Target achievement of the over all branch and customer service.
- Customer Relationship and followup maintance of important registers and daily reports, Notice board maintained daily updates.
- Maintain good relationship with clients so that the business can maximise the value of those relationships.

SKILL SET

- Leadership,
- Finding Audit Queries,
- Quick Learning ,Self Motivation
- Active Listening.
- Communicatin.
- Computer Skills.
- Customer Service.
- Team Management Skills (Muthoot fincorp ,HDB).
- Time Management.
- Teamwork Skills.
- Stress Management.

Personal Information:

Father's Name	NALLAIYAN A
Date of Birth	05-07-1991
Sex	Male
Marital Status	Married
Nationality	Indian
Languages known	Tamil, English, Telugu

I hereby declare that all the above mentioned details are true to the best of my knowledge.

DATE:

PLACE: ARUPPUKOTTAI.

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