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| dipin Verma  Behind SBI bank, Industrial Area, Rani Bazaar, Bikaner · 9928885506  dipin1612@gmail.com · Date of birth – 16/12/1990 |
| A highly ambitious and conscientious young person with a non – judgmental attitude can maintain confidentiality; can make a regular and long term commitment to a organization. Confident to make a vital contribution as a volunteer to your organization and is looking forward to the opportunity of meeting new people, learning and developing new skills and gaining new experiences. |

# Experience

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| August’2018 – september’2020relationship mangaer, sbi general insurance company ltd. Worked as a Relationship manager for Banca Channel. Taking care of Health, Non Health, Motor, SME, and Loan Insurance products and have ability to meet requirements of role along with leadership and communication skills. |
| May’2017 – june’2018assitant branch manager cum operation head, au small finance bank After completing 1 and half years in banking sales, started working as an assistant branch manager cum operations head taking care of branch operations and other bank products. august’2015 – may’2027sales officier, axis bank ltd. Worked as Sales Officer for salary channel while handling all the corporate relationships with the bank. Gripping most technical processes to work solely and not being dependent on others. |

# Education

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| pgdca in computer science, kalinga university **2014-2015 (62.37 %)** |
| bachelor of science (PCM), jodhpur national university 2012-2014 (64.11 %) 12th (non medical) bal niketan sr. sec. school **2008 (64 %)** 10th bal niketan sr. sec. school **2006 (74 %)** |

# Skills

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| * Can quickly understand the aims and objectives of a organization. * Excellent communication skills including the ability to communicate effectively with people who may have communication difficulties. | * Empathy, understanding and a strong desire to help others. * Able to work as part of team. * Having a mature outlook and willing to accept responsibility. |

# knowledge of

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| * Administrative duties * Listening skills * Report Writing * Reception Duties | * Customer service * Coordination resources * IT literate * Time Management. |