**Resume**

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# Objective:

To pursue a challenging and an exciting career, where I can leverage my skills to grow along with the company while being resourceful, innovative and flexible.

# Educational Qualification:

|  |  |  |  |
| --- | --- | --- | --- |
| **COURSE** | **INSTITUTION/ UNIVERSITY** | **YEAR OF PASSING** | **PERCENTAGE OF MARKS OBTAINED** |
| **B.A. ECONOMICS** | D.G.Vaishnav College,  Chennai | 2008-2011 | 58.5% |
| **HSC** | Sethu Bhaskara.Mat. Hr.  Sec. School, Chennai | 2008 | 72.5% |
| **SSLC** | Ebenezer marcus mat. Hr.  sec. school, Chennai | 2006 | 57.5% |

**Computer literacy:**

* **Account :** Ms Office, Tally9.0
* **Languages :** Oracle, HTML
* **Systat (System Statistics) :** Statistical Analysis and Graphics.
* **TORA :** Tools for Operational Research & Analyst

# Work Experience:

* Working as a **Customer Relationship Manager** in **Pelican Insurance Broking Pvt. ltd. (** Oct 2014 – Till Date**).**
* Worked as **Relationship Manager** at **FutuRisk Insurance Broking Pvt. Ltd.** (April 2013- sep 2014 ).
* Worked as **Senior Sales Executive Officer** at **Cholamandalam Ms General Insurance Co. Ltd.** ( May 2011- Mar 2013 ).

# Job Responsibilities:

* Manage all aspects of the insurance transaction by advising the client, arranging and invoicing the policy, and facilitating claims.
* Provide consumers with choice in the marketplace, since they usually sell the insurance products of more than one company.
* Identify the exposure to risk that consumers face and protect them from that exposure.
* Service the portfolios of existing clients and work to bring new clients on board.
* Help consumers deal with loss by ensuring the claims process moves as quickly and efficiently as possible.
* Prepare reports, maintains records and keeps track of a client's changing needs by maintaining relationships.

# Activities:

* + Attended sales training programs in life insurance and general Insurance.

# Personal Data:

|  |  |  |
| --- | --- | --- |
| * Name **:** | Ranjith Kumar. K |  |
| * Date of Birth **:** * Gender **:** | 29-07-1990  Male |
| * Father name **:** | Kanniappan. K |
| * Occupation **:** * Nationality **:** | Carpenter.  Indian. |
| * Religion **:** * Languages known **:** | Hindu  **Read write** | **Speak** |
|  | English English | English |
|  | Tamil Tamil | Tamil |
| * Marital Status **:** | Single. |  |

**Declaration:**

I hereby declare that all the information given above is true, complete and correct and to the best of my knowledge and belief.

**Place: Chennai**

**Date: RANJITH KUMAR.K**