No.36 Dhanalakshmi 2nd street,

Avadi, Chennai-600071

9043209374

deepthivijitha@gmail.com

**V.DEEPTHI**

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| --- | --- |
| **Objective** | Aiming to build my career with your hi-tech environment with committed & dedicated people, which will help me to explore the field and realize my potential. Willing to work as a key player in challenging and creative environment. |
| **Experience** | **Uber9 Business Process Services Private Limited** (vakilsearh.com)  **Senior Business Advisor**  20 January 2020- Present   * Work as an Advisor to guide the customer to choose the registration process. * Handling sales calls of New business Registrations under central government process for PVT LTD,OPC and LLP * helping the clients to verify the documents * Handling clients for new incorporation of PVT LTD in India, Subsidiary companies, United States INC and Dubai incorporation. * Senior Business development executive, customer service.   **YES BANK -** PLADA INFOTECH SERVICES PVT LTD  **Virtual Relationship Manager**  04-June 2018 – 30 September 2019   * Trained professionally by yes bank team for a month. * Responsible for dealing with customer relevant queries, complaints and request for information on products and services. * Responsible for generating ideas on ways to resolve problems and serve customers in better way. * Involving in team discussions about the process and ways in handling the customer queries |
| **Education** | **Bachelor Of Engineering** Jaya Sakthi Engineering College, Chennai Anna university – **2018** Batch with **6.35%**  **Higher Secondary School**  JGVV Higher secondary school, Chennai  Department of government examinations 2014 Batch with 75%  **S.S.L.C**  JGVV Higher secondary school, Chennai  Department of government examinations 2012 Batch with 86.8% |
| **PROJECT FILE** | **B.E TITLE:** SRAM-based Ternary content Addressable Memory |
| **ACHIEVEMENTS:** | * Achieved 100% quality from the month of August 2018 to Feb 2019 in Yesbank * Achieved certificate of recognition award in extra mile within 3 months of joining in vakilsearch * Held a perfect attendance record * Achieved 100% sales target consistency for 12 months |
| **PROFESSIONAL STRENGHTH** | * Flexible, attention to detail and ability to learn quickly. * Possess excellent listening and responding skills. * Ability to handle multiple tasks and solve customer queries efficiently |
| **TECHNICAL SKILLS** | * Professional in MS office * C and C++ * In-depth knowledge of handling and usage of basic computer operating systems. * Professional experience in usage of fast track software used for credit card application. |
| **INTERPERSONAL SKILLS** | * Ability to rapidly build relationship and set up trust * Ability to cope up with different situations * Good leadership skill to set goal, empowerment and motivational skills * Excellent in communicational skill |
| **Personal profile** | Name : Deepthi V  Father’s Name : G. Vijaya Kumar  Gender : Female  Marital Status : Single  Date of Birth : 30-April-1997  Nationality : Indian  Languages known : English, Tamil, Hindi, Telugu, Malayalam  Hobbies : Travelling, cooking, listening music |
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**DECLARATION**

I declare that the information given above is true to my knowledge and I will be responsible for any discrepancy.

Place: Chennai SIGNATURE

Date: (DEEPTHI V)