**Hina Parveen**

+91 9650914508

Email Id: [imhinamalik11@gmail.com](mailto:imhinamalik11@gmail.com)

ADD – 45 vikram enclave ext shalimar garden

Sahibabad ghaziabad.

**OBJECTIVE**

To secure a challenging position in a reputable organization to expand my learning’s knowledge, and skills, secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

**EDUCATIONAL QUALIFICATION**

* Passed BBA from Hisar university.
* Passed out 12th from CBSE.
* Passed out 10th from National institute of open schooling.

**WORK EXPERIENCE**

WORK EXPERIENCE HDFC BANK LTD (Dec-2022 to till now)

* Promoted as an ASSISTANT MANAGER to give better services and sales.
* Sales products are Loan on credit card, balance transfer on emi, general insurance of
* hdfc ergo Niva bupa health insurance ,Aditya birla health insurance and life insurance of hdfc life and TATA AIA,.
* In Accounts we are selling FD and RD , Personal Loans in 10 sec and on document
* basis generating lead in CRM, Business Loan, Two-Wheeler Loan and Four- Wheeler Loan etc.

HDFC BANK LTD ( FEB 2021 to Nov-2022)

* Promoted as a SALES OFFICER to give better sales.
* Sales products are LE,UPG,SPAY AND INSTA CASH LOAN on credit card and FDs,RDs,Bill Pay in bank a/c.
* Inbound process where we resolve the customer Account and Credit Card related queries after that Close the Sales.
* Here I pitch the products: - HDFC ERGO General Insurance,MAX BUPA HEALTH INSURANCE AND ADITYA BIRLA HEALTH INSURANCE, Loan on Credit card and other products.

HDB Financial Services LTD ( April 2020 TO JAN 2022)

* Joined as a PHONE BANKING OFFICER for HDFC BANK as a third party channel.
* Objectives to give better service to customers over the inbound calls then pitched for the sales product on credit card and bank account.
* 1 time won HDFC ERGO Trophy for the Highest Premium.
* Sales products are general insurance,Life insurance,loan on credit card and Bank account and other products.
* Got The Rising Star Certificate from the HDFC Bank ltd for the Best Performer in On Job Training (OJT), Best Quality Calls and on achieving my target within period.
* Certificate won from the ABHI for the highest premium in 1 day contest.
* Trophy won from the HDFC Bank for the highest premium closed in a week.

**STRENGTH & HOBBIES**

* Hard & Smart Working
* Honest & Punctual
* Good Communication skill
* Self motivated

**PERSONAL DETAILS**

* Father’s Name :NA Malik
* D.O.B : 10/07/1990
* language : English, Hindi
* Marital Status : Single

Date ………………………. (Hina parveen)