

# **RESUME**

**RESIDENTIAL ADDRESS: SIDHI (M.P.)**

**MOBILE NO.- 6264077570, 8965924690**

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## **Career Objective**

Secure a responsible career opportunity to fully utilize my training and skill, while making a significant contribution to the success of the company. To work to the best of my abilities for the organization with all commitment and ensure the growth of the organization and strive hard for personal growth.

## **Professional experience**

### **1) AAVAS FINANCIERS LTD**

- Worked With Aavas Financiers Ltd Since January 2023 Till Present.
- Location – Rewa (M.P)
- **Designation- Relationship Manager**
- **Product – Housing Loan**

#### **My Duties & Key Responsibilities.**

- To Provide personalized home loan services to identified customers, acquire new customers, understand and offer enhanced products and services to generate business.
- Build & increase relationship with new customers and generate business.
- Plan & execute promotional and marketing activities to acquire new clients and deepen existing relationships.
- Coordinating with product, credit & seniors sales team to deliver targets.
- Managing disbursement of home loan and LAP Applications spread across district and ensure successful closer.
- Analyze business trends sales figures to formulate new strategies for achieving desired goals.
- Build & maintain strong relationships, make calls to existing customers and welcome calls to new customers.
- Ensure Aavas Policies, regulatory guidelines industry service standards and codes of conduct are adhered to.
- Ensure achievement of monthly as well as annual business and revenue targets through marketing activities and creating new DSA.

### **2) BAJAJ FINSERV**

- Worked With Bajaj Finserv Since October 2022 Till December 2022.
- Location – Satna (M.P)
- **Designation- Assistant Manager**
- **Product –Gold Loans**

#### **My Duties & Key Responsibilities.**

- To achieve given sales numbers through customer walk in.
- Work closely with the branch service to drive gold loan customers for fulfillment.
- Ensuring Policy Adherence and meeting complaint requirement.
- Tracking approval rate and other critical SLA deliverables for gold loan product.

- Supporting Assayer in Operation/documentation.

### **BAJAJ FINSERV**

- Worked With Bajaj Finserv Lending Since May 2022 Till September 2022.
- Location –Sidhi (M.P)
- **Designation- Sales Officer**
- **Product –Rural Consumer durable (RCD)**
- Business Vertical- Lending

### **My Role & Responsibilities**

- Run campaign on time as per the strategy For the Branch.
- Target Setting & Management- Monitoring Branch Targets In Number & Volumes & coordinating with collection manager.
- Conducting details market study to analyze the latest market trends & tracking competitor activities providing valuable input for selling strategies.
- Complete all assign targets, Daily DRR, DI, Inward, LI, GI, RFC, HI, and Claim Process.
- Responsible for dealer network management, Handling dealers counters & spoke location, SSC Function Of The Branch
- Customer Experience Management- Ensuring Superior Customer Experience And Handling Customer Services In Terms of Collection, Pre Closures & Services Issues.
- Act as first point of contact for customer queries, request & complaints.

### **BAJAJ FINSERVE**

- Worked With Bajaj Finserv Lending Since August 2021 Till April
- Location - Sidhi (M.P)
- **Designation-Personal Sales Profile (PSF)**
- **Product -Personal Loan**
- Business Vertical -Lending

### **My Role & Responsibilities**

- Convert leads generated into sales by effective execution of sales process.
- Target Setting & Management-Monitoring Branch Targets in Number & Volumes.
- Execution of loan agreement and other post sanction documents.
- Cost Management - Managing all branches operating cost including cost of acquisition, operation etc.
- Maintain daily sales report process compliance execution.
- Identifying critical cases & act accordingly.

### **BAJAJ FINSERV**

- Worked With Bajaj Finserv Lending Since January 2021 Till June
- location - Rewa Sidhi ( M.P)
- Location handled-Sidhi, Rewa,Hanumana.
- **Designation- Collection Executive, DCA.**
- **Product -Bucket Collection RCD, RSL, RPL, RDL.**

### **My Role & Responsibilities**

- Collect EMI with Penalty Charges.
- Loan Settlement ,Waiver panel
- Convenience to the customer and close the loan number

- customer daily follow up and sent report to ACM
- Drive sales number's and increase collection
- Drive business revenue monthly
- Foreclose every bucket case

### 3) **GOLDEN BULL RESEARCH**

- Worked with GBR since July 2019 to dec2020
- Location- Bhopal (M.P.)
- **Designation- Financial Advisor, Sales Representative**
- **Product- Stock market, mutual fund investment**

#### **My Role & Responsibilities**

- Manage clients & Portfolios.
- Exploring new client & Investors for trading.
- Drive Business revenue daily & monthly
- Intraday trading, Future & option equity Derivatives
- Portfolio management services

### 4) **VISION INDIA PVT. LTD.**

- Worked with vision India since Jan 2019 to June 2020
- Location- Bhopal (M.P.)
- **Designation- Customer Executive**
- **Product- Lok Sabha Election 2019**

#### **My Role & Responsibilities**

- Manage all office bearers motivating all people for voting.
- Giving information about all Govt. Scheme.
- Leading the team by talking everyone together.
- Complete all assign daily targets & report to TL.

#### **Qualification Details:-**

EXAMINATION	YEAR	BOARD/UNIVERCITY	SUBJECT	PERCENTAGE
PGDCA	2019	MCU BHOPAL	COMPUTER	72%
BA	2016	APSU REWA	ARTS	58%
12 <sup>th</sup>	2013	MP BOARD BHOPAL	MATHS	77%
10 <sup>th</sup>	2011	MP BOARD BHOPAL	ALL SUBJECT	85%

#### **Skill/Attributes:-**

- Enthusiasm for learning new things tools, Domains & products.
- Fast learner able to become productive on new technologies.
- Grate team player ability to work a member of team.
- Good knowledge of the local market.

#### **STRENGTHS :-**

- Effective cost management.
- Excellent quantitative skills, Energetic & quick Lerner.

- Team management consumer behavior.
- Management skill in terms of maintaining people and works.

## **PERSONAL PROFILE :-**

Name	-	RAJ KUMAR SINGH
DOB	-	15/03/1996
Field of interest	-	<b>Sales, Finance, Investment</b>
Language	-	Hindi, English
Hobbies	-	Reading Magazines & Novel, investment

### **Declaration-**

**I hereby declare that all the information given by me is true to best of my Knowledge.**

**(RAJ KUMAR SINGH)**