

Nadiya Afseen

Management Trainee

+91-6206389302

nadiyaafseen842@gmail.com

[nadiya-afseen-971138283](https://www.linkedin.com/in/nadiyaafseen)

EDUCATION

Degree/Certificate	Institute/Board	Percentage	Year
PGDM	Institute of Management Studies Ghaziabad	71.3	2023-25
B.com(Hons)	Xavier College Ranchi	68.57	2019-22
Higher Secondary	CBSE Board	64.2	2017-19
Secondary	CBSE Board	70.3	2015-17

EXPERIENCE

- Home first finance company** *Management Trainee* April 2024 - Current
Ghaziabad, India
 - Customer Acquisition and Relationship Building : Identify potential clients seeking home loans and establish strong relationships to understand their financial needs.
 - Collaboration with Internal Team: Work closely with internal departments such as credit, operations, and sales support to ensure seamless loan processing and customer satisfaction.
 - Loan Application and Processing: Assist clients in completing loan applications, collect necessary documentation, and coordinate with internal teams to facilitate timely and accurate loan approvals.
- Ageas Federal Life Insurance** *Policy Analysis and Customer Service Intern* May 2024 - July 2024
Subhas Palace, Delhi
 - Demonstrated a strong focus on delivering excellent customer service.
 - Gained a foundational understanding of the core functions of investment management companies.
 - Developed knowledge of financial services and actively supported lead generation for the company's life insurance policies.

RESPONSIBILITIES

- Intern leader on Ageas Federal Life Insurance.
- Coordinator in Melange Culture Fest as Stage Management.
- Core member of Finnacle Club IMS Ghaziabad.
- Core member of Markwiz Club IMS Ghaziabad.
- Coordinator in Khelo IMS.

SKILLS

- Power BI
- MS Excel
- MS Powerpoint

CERTIFICATIONS

- LinkedIn Certification**, Financial Modeling and Evaluation

ACHIEVEMENTS

- Secured 97th rank among a total of 360 students in the first year.
- Awarded 3rd position in Samagam annual fest quiz by markwiz club, IMS.
- Runner up in Aima enter college marketing quiz.
- Hands-on research in the Adoption of AI in Education centers.

CO-CURRICULAR ACTIVITIES

- Volleyball Ball Player, 2018 inter-school 1st position.
- 100 m Runner.
- Kabaddi Player, 2018 inter-school 1st position.