

# RAJ RAJAK

## Deputy Manager



3 Years 0 Month



(+91) 6207428296



rajrajak1998@gmail.com



Dedicated and Detail-oriented professional seeking a position that allow me to utilize my strong organization and communication Skill to drive efficiency and contribute to team success.



## Key skills

- Communication Skills
- Sales Operations
- Team Coordination
- Presentation Skills
- Sales Planning
- Team Management
- Management
- Marketing
- Sales
- MS Office
- Excel



## Personal Information

City **Ranchi**

Country **INDIA**



## Hobbies

- Basketball Travelling Guitar



## Languages

- English
- Hindi



## Extra curricular



## Profile Summary

Dedicated and Detail-oriented professional seeking a position that allow me to utilize my strong organization and communication Skill to drive efficiency and contribute to team success.



## Education

**PG Diploma, 2023**

**Manipal Academy of Higher Education (MAHE)**

**B.A, 2018**

**Marwari college, Ranchi**

**12th, 2015**

**CBSE, English**



## Work Experience

**Feb 2024 - Present**

**Deputy Manager**

**AU Small Finance Bank**

- Managed high value Business Accounts and acquired new customers for the bank

- Sourced new to bank customers to expand the client base

**Jan 2023 - Dec 2023**

**Working Capital Relationship Manager**

**Icici bank ltd**

-Relationship Manager proficient in managing diverse financial products

## PROGRAMME LEADER

In ICICI MANIPAL ACADEMY, I was selected as programme Leader for 226 people.

including Cash Credit, Overdraft Facilities,

Loan Against Property (LAP), Home

Loans, and Mortgages.

- Skilled in client relationship management, file administration, and collaboration with Direct Selling Agents (DSAs).

-ensuring compliance with regulatory standards.

- Sourcing files through DSAs , Self sourcing and branch sourcing.

- Managing portfolio of HNI Customer

**Mar 2018 - Aug 2019**

Sales Consultant

**fairdeal automobiles pvt ltd Ranchi**

- Excelled in selling cars and providing exceptional customer service to ensure customer satisfaction.

- Consistently met and exceeded monthly sales targets by effectively promoting and selling vehicles.

- Demonstrated outstanding customer service skills by addressing customer inquiries and concerns in a professional and timely manner.

**Aug 2019 - Oct 2019**

Advisor

**Concentrix**

- Managed customer service for companies like make my trip

- solving and giving solution instantly to customer for delightful service.



## Internship

**30 Days**

**Icici bank ltd**



## Certification

- IRDAI SP CERTIFICATION (Valid upto November 2025)
- NISM-Series-V-C: Mutual Fund Distributors (Level 2) Certification Examination (Valid upto November 2025)