

**JOHN JENISTON S**  
[johnjeniston57@gmail.com](mailto:johnjeniston57@gmail.com)  
Mob: +918122440621  
Palliyadi, Kanniyakumari Dist, TamilNadu

#### PROFESSIONAL SUMMARY

- Practical experience of 6+years in Banking & NBFC field.
- Involved in Banking, Insurance & Finance Operations.
- Good knowledge in AML, KYC, Data verification, Service request & claim processing.
- Ability to learn and apply new technical skills and concepts in work environment.

#### WORK EXPERIENCE

- **Operations Officer** at ESAF Small Finance Bank. [From Jan 2022 to till Date]
- **Customer Care Representative** at UJJIVAN Small Finance Bank.[From Nov 2020 to Jan 2022]
- **Branch Operations Executive** at Edelweiss Tokio Life Insurance [From Oct 2018 to Oct 2020]
- **Customer Service Executive** at Muthoot Fincorp Ltd.[From April 2015 to Oct 2018]
- **Junior Embedded Systems Designer** at Corgentz Infotech Ltd.[From Jan 2013 to Dec 2013]
- **Electronics Lab Assistant** at Immanuel Arasar Engg College.[From Nov 2011 to Sep 2012]

#### DUTIES AND RESPONSIBILITIES

- KYC, AML Handling.
- Banking day to day Operations.
- Handling service requests and Death claim processing.
- Cash handling, Data verification.
- Auditing
- Customer support.
- Branch Administration.
- Procedural documentation and relevant reports and taking daily backup.
- Account Operations.

#### EDUCATIONAL QUALIFICATION

- **MBA (Financial Management)** from Annamalai University with **67%** in 2019[Distance Education].
- **B.E (Electronics and Communication Engineering)** from Udaya College of Eng., Nagercoil with **75%** in April 2011.
- **Higher Secondary** from GHS Nattalam with **72%** in 2007.
- **SSLC** from GHS Nattalam with **69%** in 2005.

#### COMPUTER EXPOSURE

- Windows XP, Vista, 7 and 8 Operating Systems.
- MS Office Suite (Word, excel and Power point) .
- Database