**RESUME**

Vijayabharathy R.

No.318 Murugan kovil street , union pillaichavady Vannur talk, Villupuram district - 605014. Mobile no : 7845242496 e-mail id : vijayrvs1992@gmail.com

**CAREER OBJECTIVE:**

I step forward with my skills and abilities for an organization where there is a potential growth and regeneration to put in maximum contribution, so I can utilize my knowledge for the development and growth of the company in the field of Accounts/Finance/Banking.

# Personal strengths

Good analytical ability & leadership quality.

Good grasping power, quick learner.

Enthusiastic to learn new concepts & to work in team.

Self –Motivation & Self - Confidence.

Hard Worker.

Positive Attitude.

Dedication towards work.

Good Communication.

Adjustable to changing environment.

**DETAILS OF WORK EXPERIENCE**

**Company - India Infoline Finance Limited , Pondicherry .(Jan-2016 to Aug-2018).**

**Company - Bajaj Finsev Limited, Pondicherry ( Sept 2018 to 30 June 2019).**

**Company - Unimoney Financial services limited, Cuddalore(July 2019 to At present).**

# Designation : Branch Manager Roles and Responsibilities

Gold loans

Maintaining customer relationship and cross selling the products.

Valuation of Gold based on carat wise allocation.

Achieving targets given by the company.

Customer Handling .

KYC Verification.

Maintaining Accounts and Petty Cash.

Maintaining Monthly Expenditure.

Identify New Potential Customers for the Business Development.

Analyzing Competitor Activities and Reporting to Related Officers.

Increasing Sales through existing and New Customers.

Key Focusing on Customer Service and Satisfaction.

Handling calls professionally to provide information about products and services.

Processing payments to the customers by issuing cheques.

Verifying Field verification reports and Loan documents..

# Educational Qualifications

B.Com - Thiruvalluvar university in 2014 with 60 %

HSC - Calvay College higher secondary school in 2011 with 63 %

SSLC - Jothi vallalar higher secondary school in 2009 with 74 %

# Other Skills

* MS-Office  Tally ERP 9.0

**Hobbies**

* Gym Workout,Music,Cricket.

# Personal Profile

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| **Father’s Name** | : | Mr. Rajaraman. |
| **Mother’s Name** | : | Mrs. Mageshwari. |
| **Date of Birth** | : | 19.12.1992 |
| **Nationality** | : | Indian. |
| **Sex** | : | Male. |
| **Marital Status** | : | Married. |
| **Languages Known** | : | Tamil & English (Speak, Read & Write). |

# Declaration

I hereby declared the above given information is true to the best of my knowledge and belief.

Vijayabharthy R