

RESUME

S.SUMITHRA

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salem-636452

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CAREER OBJECTIVE:

To incorporate myself in an environment in which I can apply my skills/knowledge to the requirements/needs of the industry that strives towards the growth of organization as well as mine and encourages my effort, fosters the creation of strategies and action plans.

EDUCATIONAL PROFILE

- **BE (EEE) IN SURYA ENGINEERING COLLEGE (ANNA UNIVERSITY,CHENNAI) AT ERODE** with First class (7.77 CGPA)
- **HIGHER SECONDARY** Passed out in 2014 At First class [**90%**]
- **SSLC** Passed out in 2012 AT First class, [**85%**]

ROLES AND RESPONSIBILITIES

RELATIONSHIP MANAGER

- Managing the day-to-day activities in the team.
- Motivating the team to achieve organizational goals.
- Developing and implementing a timeline to achieve targets.
- Empowering team members with skills to improve their confidence, product knowledge, and communication skills.
- quarterly performance reviews.
- Contributing to the growth of the company through a successful team.
- Creating a pleasant working environment that inspires the team.

PRODUCT KNOWLEDGE

- Demat account, KYCForms, ODIN Terminal Software Handling,Risk management system
- Audit handling-Form handling
- KRA/CKYC –Form Verification
- Exposure towards stock market and MF's .
- Able to read contract notes and trade summary. Fundamental analysis of a stock
- Maintaining healthy relationships with all the potential clients
- Cross selling of other products like Mutual Funds, Insurance
- Handling Queries, complaints of client's & solving it.
- Stock trading and Investing on -NSE, BSE, MF

STRENGTHS

- Practical, flexible and self-motivated, hardworking person having an urge to learn new things.
- Ability to learn and adapt to new atmosphere, teamwork & commitment.
- Strong communicator with excellent presentation skills.
- Zeal for learning latest innovative techniques.
- Self initiative and enthusiastic towards challenging task.
- Man power management.
- Ability to work under pressure

TECHNICAL SKILLS

Operating system : Windows (all updated platforms),
Package : MS-Office and basic software's
Others : Stock Trading-NSE,BSE

WORK EXPERIENCE:

- Working as a apprenticeship training at SCHNEIDER ELECTRIC INDIA PRIVATE LIMITED-CHENNAI from 11 AUG 2018 to 11 AUG 2019.
- Working as a HR RECRUITER for 6 MONTH

CURRENT EMPLOYEE

COMPANY : ANGEL BROKING LTD

DESIGNATION : SENIOR EXECUTIVE (FEBRUARY 2020-TILL DATE)

ANGEL BROKING LTD is an Indian stock broker firm established in 1987, been a member of NSE, BSE, MCDEX, MCX includes stock broking, depository services, commodity trading, all financial planning.

PERSONAL INFO

Father's Name : R.SELVAKUMAR
Date of Birth :
05/08/1996
Sex : Female
Marital status : Married
Nationality : Indian
Languages known : Tamil(R,W,S), English(R,W,S)
Willing to relocate : Yes

DECLARATION

I declare that the information furnished above is correct to best of my knowledge.

Place: GOPICHETTIPLAYAM

S.SUMITHRA