

R.HARIKRISHNAN

No.4, Udaiyar Thottam, 2nd Street, Madhavaram, Chennai - 600060

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ABOUT ME

Seeking a job to pursue a highly rewarding career and healthy work. Where I can utilize my skills, knowledge and efforts to add value to the organization and to contribute my creativity and hard work towards the success of the organization.

SKILLS

- MS Office, HDCA & Tally ERP 9.0
- Competitive attitude
- Team Handling
- Query Solving
- Quick Learner
- Brave and Adaptable to new environment

EXPERIENCE**HDB Financial Services****Feb 2019 - Till Now****Role- Relationship Manager**

- Portfolio Management (Dealing with a portfolio of HDFC bank privilege customers).
- Handling customer queries and complaints.
- Handle Credit card related queries like charges waiver and dispute against unauthorised transactions, processing loans on credit cards and taking foreclosure requests for loans.
- Helping customers to redeem reward points.
- Processing all kinds of loans and investments products like Life Insurance, General Insurance, Mutual Funds, etc.
- Increase Customers Satisfaction and Casa value.

Cogencis Information Services Ltd**August 2017 - August 2018****Data Analyst**

- I was given training for live quotes updation based on a Forex instrument.
- USD/INR forwards quotes update on a daily basis.
- Rates update based on Forex market transactions.
- We punch the rates from Excel OTC & URL OTC on a stipulated time. Rates we take from the bankers & brokers.
- Also we track data from FEDAI, NCDEX, FIMMDA, NSDL & CCIL.
- We prepare Excel file & word stories for all instruments.
- I have been cross trained in other instruments like USD/INR, Call Money, REPO, CBLO, MIFOR OIS, CD-CP Bonds & Government securities.
- Updating ratings from CRISIL, ICRA & CARE.

CAREER HIGHLIGHTS

- Increased the Money market and forex market quotes target to achieve revenue.
- Improved new working format for updation of quotes.
- Timely updates without any error. No customer queries
- Received performer award.

EDUCATION

B.COM General 75%
Jaya College of Arts & Science

Higher Secondary 65%
Maruthi Institution Perambur

Diploma In HM 88%
Annamal Institute of HMCT

AWARDS & HONORS

- Best outgoing student in college
- Essay writing
- Received Language Proficiency Certificate
- Best outstanding student under Diploma In Hotel Management.

PERSONAL DETAILS

Father's Name : Rajendran P.C
Marital Status : Single
Birthday : 01-03-1996
Nationality : Indian
Gender : Male

DECLARATION

I R.Harikrishnan, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

Place : Chennai

Date