**RESUME**

**PRABHA.P**

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| **CAREER OBJECTIVE** |
| * A seasoned professional with 7 years of experience in the NBFC sector, possessing strong leadership, organizational, and communication skills. Seeking a managerial position to leverage my industry knowledge, client relationship management, and team coordination to drive business growth, operational excellence, and deliver impactful results. |

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| **WORK EXPERIENCE** | | | |
| * **Assistant Manager Operations**   **Muthoot Finance Ltd., 2010-2017**   * Led branch operations, ensuring smooth functioning and achieving sales targets. * Managed a team of 5 employees, providing leadership and training to improve performance. * Established and maintained strong relationships with clients, contributing to business growth. * Coordinated internal operations and ensured compliance with company policies and regulatory standards. * Implemented strategies to improve customer satisfaction and streamline processes. * **Kinder Garden Teacher**   **Saraswathi Vidhyashram Matric Hr. Sec. School, Kavindapadi.[2022-2024]**   * Developed and implemented engaging curriculum for young learners. * Managed classroom activities and student progress while fostering a positive learning. * Gained valuable interpersonal and leadership skills while managing young children and team collaboration. | | | |
| **EDUCATIONAL QUALIFICATION** | | | |
| **COURSE** | **INSTITUTION** | **PASSED YEAR** | **MARKS** |
| MCA | Navarasam Arts and Science College for Women, Arachalur | 2013 | 77% |
| BSc (Computer Science) | Navarasam Arts and Science College for Women, Arachalur | 2010 | 70% |
| HSC | St.Aloysius Girls Higher Secondary School, Dharapuram | 2007 | 70% |
| SSLC | St.Aloysius Girls Higher Secondary School, Dharapuram | 2005 | 75% |

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| **PROFESSIONAL SKILLS** |
| * Banking Software: Knowledge of banking software and financial systems (e.g., Core Banking Systems) * Problem solving: Strong analytical skills for solving operational issues, client related concerns, and financial discrepancies. * Communication & Leadership: Skilled in leading teams, conducting meetings, and interacting with clients to achieve business goals. * Decision making, conflict resolution, and effective time management in a high-pressure environment. |

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| **STRENGTHS** |
| * Strong managerial and team leadership capabilities. * Proven ability to meet and exceed targets in a fast-paced, competitive environment. * Exceptional communication and interpersonal skills for managing clients and teams. |

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| **DECLARATION** |
| * I hereby declare that the information mentioned above is true to the best of my knowledge and belief. |

Yours Sincerely,

(Prabha P)