



## **VIRAK V GANDHI**

Bhatiya Chakla, Gandhi Street, Mundra Kutch, Gujarat- 370421, India

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**DOB-** 22-Dec-1988

### **Education**

| <b>Degree</b> | <b>School /College</b>                               | <b>University /Board</b> | <b>Specialization</b> | <b>Batch Year</b> | <b>Percentage /Grade</b> |
|---------------|--|--------------------------|-----------------------|-------------------|--------------------------|
| PGDM          | Som Lalit Institute of Management Studies, Ahmedabad | AICTE                    | Finance               | 2011-2013         | CGPA 3/4.2               |
| B.COM         | MV & LU College of Commerce, Arts & Science, Mumbai  | Mumbai University        | Accounts              | 2007-2010         | 58%                      |
| HSC           | ADK Jr. College, Mumbai                              | Maharashtra Board        | Commerce              | 2006-2007         | 50%                      |
| SSC           | Indian School Muladha, Muscat-Oman                   | CBSE                     | General               | 2004-2005         | 60%                      |

### **Internship**

**Ahmedabad Stock Exchange Limited (ASEL)**  
**Management Intern**

**(April 2012– June 2012)**

**Project Description:** (a) Understanding functions & procedures of Depository Participant (DP) Operations and Customer Satisfaction of CDSL BO Account Holders at ASEL (b) Study of Four Perspectives of Balanced Score Card of ASEL

### **Work Experience**

**HDFC Securities Ltd. (Subsidiary of HDFC Bank Ltd.)**  
**Ahmedabad Branch, Gujarat, India**

**(June 2013-July2015)**

**Job Designation: Relationship Manager**

**Job Profile: Dealing in Equity and currency Market.**

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**Job Description:**

- Dealing in Stock Market as well as Currency Market.
  - Solving client's queries related to stock market.
  - Suggesting investments to needful client
  - Mentoring new traders regarding the application of trading approaches.
  - Bought and sold stocks on behalf of the owner.
  - Identification of trading techniques that will bring more income to the client
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**ICICI Bank Ltd.**  
**Vadodara – Main Branch , Race Course**

**(July 2015-July 2017)**

**Job Designation- Deputy Manager (Privilege Banking)**

**Job Profile- Branch Banking**

**Job Role-**

- Maintain productivity
- Perform compliance, service and operations in branch
- Generate revenue by penetrating fro existing client portfolio
- Meet annual targets

**Deliverables:**

- Cross selling of new products and services like LI, MF, GI, for both new and existing privilege customers.
- Achieve sales target for CASA and NRI products
- Maintaining good relationship with customers
- Provide guidance and advice to the customers about the products and services offered

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**Skills and Competencies:**

- Business and service skills
- Understanding and knowledge of the financial products
- Good communication skills
- Ability to build and maintain relationships with new and existing customers

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**Extra Qualification:**

- Passed Investment Analysis and Portfolio Management Module of National Stock Exchange
- Passed Currency Derivative Module conducted by NSE
- Passed AMFI Module

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**Languages Known:**

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English, Arabic, Hindi and Gujarati & Kutchi.

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**Computer Proficiency:**

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- Familiar with MS Word, Excel and Power point
- Tally ERP 9.0
- Finnacle 10X