**Curriculum Vitae**

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| Name : | **YENUGANTI JAYALAKSHMI MANGARATNAM** | | |
| Email ID : | jayamouly1998@gmail.com | Cell No : | 8099961998 |
| PGPM Domain(s) : | Finance (Major) | Marketing (Minor) | |
| UG Degree : | B.com (Commerce) | | |
| Work Experience : | 10 Months | | |

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| **Career Objective** |
| To acquire a respectable job in my field of specialization where I can learn from the Company and also contribute to my full capacity and strive for mine as well as the Company’s growth and development. |

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| **Work Experience** | | |
| Organization: WELLS FARGO EGS INDIA PVT LTD | Tenure: | 10 Months |
| Designation: Loan Doc Specialist 1 |
| Description: NA | | |

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| **Projects and Assignments** | | |
| **Summer Internship (February to May 2018)** | | |
| Organization | : | **Edelweiss Broking Limited** |
| Title | : | “Study of Financial Products offered by Edelweiss” |
| Description | : | Edelweiss has a variety of Financial Products to cater to the need of the customers. My main aim during the internship was to convince people to invest in the stock market and answer all the queries and take them into confidence.  My job was to generate business by opening Demats (Dematerialized) accounts for the company and generating leads for them. I had to communicate with different types of clients and convince them.  I spent few days in calling clients, explaining them about Edelweiss products. The Clients who have trading experience with other firms I explained Edelweiss customized brokerages plans. |
| Key learnings | : | * Handling the customers creating awareness about the Edelweiss financial products and also create a need of product in customer mind. * I learned how to gather my thoughts and put it across to the potential customer effectively and efficiently. Thus it gave me the opportunity to work in the various dealing process with their clients. |

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| **Academic Profile** | | | |
| **Course & Specialization** | **College/Institute &**  **Board/University** | **Year of**  **Passing** | **Percentage Marks/CGPA** |
| PGPM | ICFAI Business School, Bangalore | (2019) | 9.01 |
| Graduation Degree: | VS Lakshmi Degree College, Adikavi Nannaya University(AKNU), Kakinada | (2017) | 85% |
| Diploma | Govt. Polytechnic For Women, State Board of Technical Education & Training (SBTET), Kakinada | (2015) | 84.62% |
| X Std | ZP High School, Board of Secondary Education, P. Donthamuru | (2012) | 7.7 |

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| **Additional Qualifications** |
| * MS Excel * MS Office * Tally * A Certificate Course in Chartered Institute of Management Accountants (CIMA). * Typewriting English Lower Grade 45 words per minute. * Typewriting English Higher Grade 60 words per minute. * Shorthand Lower 80 words per minute. |

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| **Extra and Co-curricular Achievements** |
| * Topper at VS Lakshmi Degree College during my graduation. * Participated in Commerce Fest at Andhra Loyola College, Vijayawada. * Participated at AURA Collegiate Fest at Aditya Degree College, Kakinada. * Participated at Reliance Dhirubhai Ambani Quiz at Kakinada. * Participated in B – Quiz at Intra Collegiate Fest ‘Manthan’ IBS, Bangalore. |

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| **Personal Profile** | | |
| Gender | : | Female |
| State | : | Andhra Pradesh |
| Date of Birth | : | 09/06/1997 |
| Languages Known | : | Telugu, English and Hindi (R/W) |

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| **References** | |
| 1. Radhika Ramesh, Faculty, Business Communication & Soft Skills, IBS Bangalore.   Email: radhika@ibsindia.org | 2. Ritesh Jain, Senior Relationship Manager (SRM), Edelweiss Broking Ltd., 9036296721.  Email: ritheshS.jain@edelweiss.in |

Y. J.L.M.Ratnam

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|  | **Signature** |