**SHERUL CHOUDHARY**

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Seeking career enrichment opportunities in a truly positive and professional environment to enjoy the bliss of life on one hand and on the other hand to the best of my abilities contribute to the Growth and the Name of the Organization.

**SYNOPSIS**

* **MBA (Finance & Marketing)** with working knowledge of **finance operations, sales and marketing.**
* **Interpersonal Skills:** Mentoring skills, diversity skills; working with diverse people and culture, networking within the organization, networking outside the organization, working in teams; cooperation and commitment.
* Good in time management to prioritize work
* Independently manage complex and challenging research assignments – either as a part of an ongoing client engagement, or as a part of business development efforts conducted by the entity**.**
* Efficient in interacting with clients for following up on unresolved issues, analyze and resolve problems, due-diligence, system study & analysis, reporting, etc., effective in ensuring high-quality customer experience, analyzing & enriching customer satisfaction while adhering to the SLAs and work processes.

**ACADEMIC CREDENTIALS**

**2015 MBA (Marketing & finance)** from Tecnia Institute of Advanced Studies, New Delhi

**2013 BBA (Banking & Insurance)** from Delhi Institute of Rural Development (Affiliated to GGSIPU)

**PROFESSIONAL EXPERIENCE**

**Current Employment:**

* Working as **Quality Analyst** with **NIIT Technologies (Client SEI)** September 2015 – Present

**Key Deliverables:**

* **Analysis in Quality Management, processing the audit request letter of all the transactions held between the two counterparties.**
* **Ensuring that all issues are investigated and resolved in a timely manner as per Business Standards.**
* **Escalate all issues properly, in time, to the appropriate level, to avoid any adverse impact on the business.**
* **Building and sustaining, strong working relationships with internal Lines of Business within Operations and Middle Office.**

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**Previous Employment**

* Worked as **Tele Sales Executive** with **FWMS Pvt. Ltd** August 2014 – May 2015

**Key Deliverables:**

* **Selling a range of products and services to both new and existing clients.**
* **Working on high quality appointment setting campaigns and making B2B outbound telesales calls.**
* **Conveying technical information to customers and re-directing enquiries to the appropriate person.**
* **Closing sales and making plans to gain repetitive business.**

**Attainments:**

* **Employee of the month award for maximum number of sales in a particular month.**

**INTERNSHIP SCHEDULES**

**Organisation : AVIVA Life Insurance Co. Ltd, New Delhi**

**Title :** Insurance Market of India

**Duration :** 2 months

**Deliverable :** Selling and understanding consumer’s buying behavior of FMCG products

**EXTRA CURRICULAR ACTIVITIES**

* Certificate for participating in seminar at college level.
* National seminar on managing challenges in management education.
* National seminar on managing growth in era of globalization.
* Certificate of participation in the investor awareness program by The Institute of company secretaries India.
* Certificate for participating in the Quiz zonation Organised by AIMA.
* Certificate of security coordinator of cultural fest of DIRD.
* Participation in zonal at school and college level.
* Actively participated in dramatics and plays in college.

**PERSONAL VITAE**

**Date of Birth :** 20th May, 1992

**Residential Address : House no - 281, Police Colony,**

**Shalimar Bagh, Delhi - 110088**