



## **AKHIL RAJ .K**

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### ***Objective***

Associate with progressive, growing and professional organization where my knowledge and skills can be profitably engaged for my personal growth as well as for achieving the goals of the organization.

### ***Competencies & Skills***

- Good analytical skills.
- Team work abilities.
- Experience in Sales, Operations and People management.

### ***Professional Work Experience***

#### **Manager – Foreign Exchange, Thomas Cook (India) Ltd, [Feb 4<sup>th</sup>, 2013 – May 20<sup>th</sup>, 2020]**

- Job responsibilities include Relationship Management, Sales, Customer Service and Operations.
- Manage Foreign Exchange Operations as per statute and RBI Guidelines.
- Driving Sales and Growing the Business in the Territory.
- Achievement of yearly FX branch sales target.
- Ensure highest levels of customer service in every transaction.
- Maintain checks and controls as per internal / external guidelines.
- Maintain all registers, records and documentation as per guidelines.
- Initiating and managing sales promotion activities in the residential and corporate belts.
- Controlling cost element effectively.
- Responsible for the budgeted turnover & revenues from the Retail, Corporate & Wholesale business of the branch thereby contributing to the earnings for the branch.
- Interact and involve team members in taking the branch business to desired levels.
- Responsible for the Sales & Relationships for the branch consisting of Retail / Corporate & Wholesale customers.
- Establishing mutually beneficial tie-ups with high end outlets & corporates in order to increase sales and visibility.

## ***Educational Qualifications***

**Master of Business Administration** – Specializing in Finance & Marketing- Hindustan College of arts and science, Affiliated to Bharathiyar University, Coimbatore. Passed with First class in June 2011.

**Bachelor of Commerce** – Specializing in Finance - NSS College, Affiliated to Calicut University, Calicut. Year of passing June 2008.

**Higher Secondary Certificate** – CBSE 12<sup>th</sup> AISSCE exam from Kendriya Vidyalaya No: 1, Calicut. (Commerce) Year of passing March 2005.

## ***Computer Knowledge***

- OPERATING SYSTEM: Windows 10/mac OS
- Proficient in Microsoft Office tool like Excel, Power point & Word
- Well verse in software's like Photoshop

## ***Personal Profile***

Date of Birth:	6 <sup>th</sup> August 1988.
Marital status & Gender:	Married, Male
Linguistic Skills:	Good in English, Hindi, Malayalam, Tamil & Kannada
Geographical Mobility:	Willing to travel anywhere in India.
Communication Address:	Neelambalath House (P.O) Eranzhipalam Near S.V.Colony Calicut – 673006 Kerala, India
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## ***References***

Can be provided upon request.