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| **CAREER OBJECTIVE** | Associate with a Growth oriented organization with determination dedication and discipline; deploy my Competencies towards personal and professional growth. | |
| **HIGHLIGHTS** | * Complex problem solving * Effective time management * Excellent managerial techniques | * Strong organizational skills * Expert in customer relations * Flexible team player * Advanced computer proficiency * Tally |
| **EXPERIENCE** |
| **Nov 2013 to Present** | **Birla Sun Life – Agency Manager**   * Recruitment, Training and development of Agent adviser. * Help them to understand insurance products along with the clients requirement and sell them and achieve their target. * Go to the client along with the agent adviser and help them. * Guide and teach the adviser for the policies and motivate them to achieve their target. | |
| **May 2013 – Oct 2013** | **Max Life Advisor – Insurance Agent**   * Interviewed prospective clients to learn about their financial needs and to discuss any existing coverage. * Called 20 warm leads each week to expand client base. * Promoted agency products to customers in person, on the telephone and in writing. | |
| **Jul 2009 – Jun 2011** | **Asst. Accountant / Office Administrator**   * Data entry in Tally * Maintained accounts and information on a daily basis. * Maintained detailed administrative and procedural processes to improve accuracy and efficiency. * Communicated with clients via phone, email and in person to obtain payments on outstanding accounts or accounts requiring deductibles or co-pays. | |
| **EDUCATION** |  | |
| **April 2013** | **MBA (Finance)**  Parul institute of Management and research  **Project: KOTAK MAHINDRA SECURITIES LTD.**  COMPETITORS ANALYSIS OF VARIOUS COMPANIES AND THEIR SCHEMES FOR SALES.   * The intenship was of 60 days. * The main objective was to collect data and generate leads. * I had to explain the corporate schemes and do the sales   **Achivements:**   * Completed the data collection in less than 30 days. * Collected more than 100 leads through data collection. * Made the sales of 5+ demat and trading account with 100000 deposit amount. | |
| **April 2009** | **Bachelor of Commerce**  M.S. University | |
| **March 2005** | **Higher Secondary (Commerce)**  Shree VallabhVidhyalaya | |

**Personal Details :**

**Date of birth :**  17th Aug 1988

**Nationality :** Indian