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**GEJAN**

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**CAREER OBJECTIVE**

To develop my career as a Professional where I will be a valuable team member, contributing quality ideas, training, motivation and work for an organization where there is a scope for organizational as well as individual growth .

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**EMPLOYMENT HISTORY**

**2013 July to 2016 February in HDFC Bank LTD as an Assistant Manager**

**HDFC Bank Limited** is an Indian banking and financial services company headquartered in Mumbai, Maharashtra. It has about 76,286 employees. It is the second largest private bank in India as measured by assets, and the largest bank in India by market capitalization. It was incorporated in 1994 and currently operates in 2,505 cities in India with 4,281 branches. The Bank also has a network of 11,843 ATMs across India.

HDFC Bank provides a range of commercial and transactional banking services, including working capital finance, trade services, transactional services, cash management, etc. to large, small and mid-sized corporate and agriculture-based businesses in India. It was the first bank in India to launch an International Debit Card in association with VISA

**Highlights**

* Successfully handling a new Branch from its Opening
* Having Experience on Both role of inputting and Authorizing.
* Handling Customers and building up the relationship with them.
* Managing the cash, Forex & Non Cash (NEFT, RTGS, Fund Transferring, FD Booking, Clearing cheques) on daily basis.
* Handling other operation related works.
* Successfully accomplishing daily and monthly targets.
* Providing better solutions to the customer needs.
* Managing the Stocks and report generation on daily basis.
* Responsible in reports management.
* Providing technical solutions to the customers.

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**ACADEMIC QUALIFICATIONS**

|  |  |  |
| --- | --- | --- |
| Degree | University / Board | Percentage |
| MBA ( HR, Marketing) | **Anna University** | **72%** |
| B.Sc Computer Science | **Kerala University** | **63%** |
| Higher Secondary(12th ) | **Kerala State Board** | **59 %** |
| Secondary (10th) | **Kerala State Board** | **63 %** |

**Other Educational Qualifications**

* 6 months course in C, C++ - Excel Computers,
* 8 months course in **HTML**, **C, C++, core Java (SL275), SL314, SL351, J2EE, Oracle(sql and plsql) ,Sql Server**- Aptech Computer Education, Bangalore
* NCFM Certification in capital module(validity(2014-17)

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**KEY SKILLS**

Good communication skill, Managerial ability, Motivational ability, Leadership quality, Handle Multi projects successfully.

**TECHNICAL SKILLS**

**Software:** SQL , PLSQL, Oracle, Html, MS Office (2003, 2007, 2010)

**Hardware:** Having Basic knowledge

**Languages:** JavaScript, C, C++, Java, J2ee

**Platforms:** Linux, Windows 2000/XP/Vista/Windows 7/Windows 8/Windows 10

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**ACADEMIC PROJECTS**

Undertaken several Projects :-

* Talent Management System in Kerala State civil supplies Corporation, Cochin, Kerala
* Organization Behavior Study in Sangrose laboratory, Mavelikkara, Kerala
* Automated fuel outlet system where we developed touch screen and software for fuel outlets.
* We developed Software for Super Market Management System

**OTHER PROJECTS**

**Steganography**: - Got first prize in an **INTERSTATE** competition known as **TECHNO MIND**.

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**DECLARATION**

I hereby declare that all the information furnished above are true and correct

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