

Contact HR Consultant for CV No: 340361

E-mail: [response@gulfjobseekers.com](mailto:response@gulfjobseekers.com)

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**CAREER OBJECTIVE**

Seeking a challenging career with a distinctive organization, and to build a successful career in a challenging environment, where I can contribute my skills and apply them for the personal as well as the organization’s development.

**PROFILE**

**More than 6 Years of Work experience as a Bank Clerk**

**Hold a Master of Degree (M.COM) and Bachelor of Degree in commerce.**

**Diploma in computerized professional Accounting**

**EXPERIENCE**

**Working as Bank Clerk at Kerala State Co-operative Bank Ltd., Kerala, India**.  **&**

**Worked as Clerk/Cashier at Palakkad Co-operative Urban Bank Ltd, Kerala, India.**

Of **Three year (2012-14)**

# RESPONSIBILITIES

* **1)providing support and advice to the customers as per company regulation**
* **(2)providing quality services and support in a variety of areas by giving best hospitality service to the customers**
* **(3)investigating and solving the customers problems**
* **(4)assisting with operations with better ideas and the possible improvements towards the customers**
* **(5)Make a good relationship with customers, To be a good listener**
* **Consider the customers as first priorities and provide maximum satisfaction to the customers**

**EDUCATIONAL QUALIFICATION**

* **Master of commerce** from Calicut university, Kerala, India.

* **Bachelor of commerce** from Calicut University, Kerala, India.

* **Diploma in Computerized professional Accounting**
* **Pre- Degree** (Calicut University, India)

**COMPUTER SKILL**

\* **Tally, Ms-Office**

\* **Operating System**: Windows, **Internet Browsing & Surfing**

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