**Seeking a Client Relationship Manger in Retail banking**

**Professional Summary**

A self-motivated and results-driven professional with 5+ years of experience in sales and marketing retail banking products.

Strong practical and conceptual knowledge of retail banking business with perfect blend of communication, leadership and financial skills for client development, financial counselling and cross selling.

**Qualification**

Master Degree in Business administration (Marketing and Finance), April 2012

Sathyabama University, Chennai, India

**Professional Certifications:**

* AMFI qualified professional
* NSE's Certification in Financial Markets

**Work Experience**

**Oman Insurance ( feb 2016 to till date )**

**roles and responsibilities**

* Assist the client in selecting the appropriate insurance provider or policy.
* Use mathematical and statistical knowledge to evaluate long term forecast related to financial risks.
* Invent and adopt a variety of techniques and strategies to resolve all types of business problems.
* Verify data and analyze it to find out solutions so as to make modifications in the policy or existing insurance.
* Conduct surveys and perform research to gain information regarding policies.
* Work with software professionals to convert the complex data into simple information for clients.
* Conduct research on current improvements in the financial and business world.
* Be proficient in staying updated with the modifications in polices with respect to the government rules and regulations acts, current improvements in the finance industry and business world, impact on policies and changes in regulatory format, etc.
* Visit and meet different clients and client sites thoroughly understand the products that have great demand in customers, create marketing programs and draft reports.
* Work with expertise to make systems that ensure conformity with the obligations of the regulatory bodies.
* Collaborate with colleagues and team members.
* Use excellent time management and negotiation skills while conducting workshops or working with clients.

**HDFC Bank, Client Relationship Manger (Jan 2014 to Nov 2015)**

**roles and responsibilities**

* Responsible for acquiring, retaining and developing relationship with High Net-worth Individual (HNI Clients) and prospective customers.
* Ensure and update client’s portfolio on regular basis, proactively recommend solutions that most fit to the client with high customer satisfaction.
* Responsible for promoting banking products such as Life Insurance, Mutual Funds, General Insurance, Fixed Deposit, FMP, Structured Product, Portfolio Management, RBI Bond etc.
* Responsible for Souring Credit cards , and Retail loans ( Personal loans , Auto Loan , Two wheeler loan , Gold Loan , Home Loan , Business Loan , LAP, LAS)
* Tracking of fund flows and generated revenue for each account sourced and serviced.
* Develop strategies to grow the client base and implement appropriate sales plans to target prospective customers.
* Responsible in understanding and providing high quality service to the customers towards their Banking needs.
* Resolving customers’ queries within agreed authority
* Provide recommendations based on customer feedback for the development of new products.
* Planning sales activities, reviewing new customer files and existing customer files to identify new sales opportunities.
* Undertaking commercial negotiations
* Compliance with legal requirements, industry regulations, organisational policies and professional codes

**Skills**

* Proactive and highly self-motivated
* Confident selling and marketing products
* Excellent interpersonal skills, able to communicate with a wide range of people
* Strong customer service ethic
* Work well in a team setting
* Reliable and ethical, respecting customers’ confidentiality
* Strong negotiation skills
* Strong decision making skills and the ability to take the lead
* Ability to manage risk
* Flexibility as there might be lots of travel involved
* Comfortable approaching people
* Good numeracy skills
* Ability to explain complex information in simple terms

**Connect HR (Recruiting Company), Team Leader (Jun 2012 to Dec 2013)**

**roles and responsibilities**

* Dealing with various customers and understand the personnel requirement
* Sourcing the candidates from the job portals like Naukri, Monster, Times job.
* Scrutinize the resumes & short-list the candidates for the interview as per the specific requirements and following up of candidates till joining.
* Documenting candidates profile once the candidate is shortlisted, providing suitable candidates profile to the customers need and close the positions as earliest.
* Creating reports daily, weekly and monthly needs and closing the positions.

**Personal Details**

Name : Rexin

Date of Birth : 04.02.1986

Religion : Christian

Languages known : Tamil, Telugu, English.

Marital Status : Married

Nationality : Indian

**Declaration**

I hear by declare that all the particulars stated above are true to the best of my knowledge and assure that i will put the best out of myself.

**Place:**

**Date:** Yours faithfully,