**Rohin**

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.**CAREER SUMMARY**

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**CAREER OBJECTIVE:**

* To seek a challenging environment that encourages continuous learning and creativity, provides exposure to new ideas and utilizes my skills, abilities and education and enables personal and professional growth.

**CAREER ACADEMIA:**

Pursued Master of Management Studies (MMS), specialized in **Finance** from St. John Institute of Management Studies and Research, Mumbai.

**Qualifications**

* Completed MMS masters of management studies (Sem3) and (Sem4) in the year 2014-15.( Mumbai University)
* Completed MMS masters of management studies (Sem1) and (Sem2) in the year 2013-14.( Mumbai University)
* **Bachelor in commerce –** April, 2013

Mumbai University

* **Higher secondary certificate -** March, 2009

Vivek college, Maharashtra Board.

* **Secondary school certificate-** March 2007

Shanti Nagar High School, Maharashtra Board.

**INTERNSHIP:**

* Internship at M/s Mohit financial consultant (associated with AC Choksi broking firm) for two months (May2014-June2014) in **Finance** Department.
* Study on the movement of prices of stocks of BSE.
* Analysis on the portfolios
* Study on the technical charts.
* Handling portfolios and giving services to the clients.
* Study on the future benefits of investments for the clients
* Study on correlation of gold prices & crude oil prices.

**WORK EXPERIENCE:**

* **INDIA INFOLINE PVT.LTD**
* Worked with India Infoline Ltd (Broking firm), Thane, Mumbai as in Equity Dealer for period of 13months. (May2015 - June2016).
* Job responsibilities :-
* Advising HNI clients on equity, F&O, Mutual fund and commodities.
* Based on research call and client request, punching orders in NSE and BSE for Equity and F&O.
* Advising client by analyzing clients portfolio and stock requirement.
* Using internal tools Trader Terminal (punching order) and updating CRM next to know KPI.
* Preparing daily and weekly report on brokerage, AUM collected v/s target and contactable client database.
* High in quality score in term on client interaction and zero error.
* Training new joinees on IIFL process and basic market knowledge.
* Attending initial sales meetings and meeting the client.
* Identify new business leads and potential new markets.
* Providing quotations as per client requirement.
* Contacting clients to inform them about new developments in the company products.
* Maintaining fruitful relationships with existing customers.
* Maintaining sales target on a timely basis.
* Achieved NISM Certification (Equity & derivatives series-8).
* Sufficient knowledge on stock market (Equity, derivatives, bonds, mutual funds & commodities).
* Basic and sufficient knowledge on mortgage, loans, debts and reconciliation of funds.
* **SMART RECRUITERS PVT.LTD**
* Worked with Smart recruiters pvt. Ltd (recruitment firm), Mira road(E), Mumbai as in finance executive. (June2016 - march2017).
* Job responsibilities :-
* Responsible for filling financial professional positions throughout the firm by posting job notices, interviewing candidates and hiring prospects.
* Preparing financial reports i.e income expenditure and balance sheet.
* Keeping accurate records for all daily transactions.
* Managing the preparation of the firm’s budget with the manager.
* Creating analysis and reports as request by management.
* Preparing daily reports on audit.
* Processing expenses reports.
* Processing invoices
* Keeping track on unauthorized errors.

**COMPUTER PROFICIENCY:**

* Basic courses (MS Office and Tally)
* **MS Word**
* **Excel – Vlookup, Hlookup, Pivot table etc.**
* **Powerpoint**

**PERSONAL SKILLS:**

* Adaptable, Hard Working and Willingness to Learn.
* Strong ability in clarifying the doubts.
* Excellent Verbal and Written Communication Skills.
* Can work under any finance related job.

**EXTRA CURRICULUM ACTIVITIES:**

* Participated in EXECUTIVE TALENT SEARCH 2013 for presentation competition at Tarapur Management Association (Affiliated to All India Management Association, New Delhi)
* Involved with “ASHADEEP ASSOCIATION” NGO& achieved 2ND PRIZE in group presentation.
* Stood **1st** in book review competition in SJIMR.
* Secured **2ndRank** in poster competition on global warming at SJIMR.
* Participated in the college round of Stock mind 3.

**DECLARATION:**

I hereby declare that the information given above is true to the best of my knowledge.

**Date:**