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| **Praveen.367983@2freemail.com**Achievement-driven professional targeting assignments in **Business Development/Operations & Sales & Marketing** with an organization of high repute preferably in **Business Development & Banking** industries**Location Preference: India/Dubai/ Canada/ UK**:praveen786j@gmail.com :+971588708766, +91-9599066162 |
| core24x24iconsCore Competencies | knowledge24x24iconsProfile Summary |
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| Branch Banking Operations |
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| Revenue Generation |
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| Sales & Marketing |
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| Customer Relationship Management |
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| Product Promotion |
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| Cold-Calling |
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| Retail Sales |
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| Business Development |
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| Team Management |
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 | * A result-driven professional with 2 years of experience in Branch Banking Operations , Retail Sales & Marketing and Business Development
* Analyzed latest marketing trends, tracked competitors' activities & provided valuable inputs for fine-tuning sales & marketing strategies
* Leveraged skills in interfacing with clients, suggesting viable product & solutions, cultivating relations with them for securing repeat business and ensuring quality delivery of products to the clients
* Comprehensive experience in analyzing & networking with prospective clients, generating business from existing accounts and achieving profitability & increased sales growth
* Proficient in managing customer-centric banking operations, forwarding instructions to the concerned department and ensuring client satisfaction by achieving delivery & service quality norms
* An enterprising leader with skills in leading personnel towards accomplishment of common goals

Education* MBA in Marketing & IB (with SAP) from DBS UK/UT University in 2015
* BBA from UIM, Allahabad /CSJM University with 61.43% in 2013
* 12th from BBSIC, Allahabad ,UP Board in 2009
* 10thfrom G.I.C., Allahabad, UP Board in 2006
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| Career Timeline**YES Bank Ltd.**, New Delhi, India as **Client Relationship Partner****Abu Dhabi Commercial Bank**, Dubai as **Relationship Officer****Prithvee Propmart Ltd**., Noida, India as **Assistant Manager**Jul’15 – Dec’16Since Dec’16Feb’15 – Jul’15Soft Skills |
| Innovator Collaborator Team PlayerThinker Communicator Intuitive |
| Z:\Approved_ResDev_Repository\Formats\Visual Resume Formats 2015-16\Icons\workexperience24x24icons.png Work Experience**Dec’16 - Present with Abu Dhabi Commercial Bank, Dubai as Relationship Officer****Role:*** Arranging meetings with potential customers through cold calling for new business opportunities
* Managing day-to-day activities in co-ordination with internal / external departments for smooth operations as per Know Your Customer (KYC) norms.Selling Cards and Loans.
* Ensuring the sales & marketing operations with focus on achieving sales growth; forecasting monthly / annual sales targets and executing them in a given timeframe
* Identifying new streams for revenue growth & developing plans to build consumer preference
* Contributing towards managing client feedback with the objective of improving upon services

**Highlights:*** Resolved queries/ requests and issues of walk-in customers as per Service Level Agreements (SLAs); and achieved Turnaround Time (TAT) of 100% as against the set benchmark of 50%
* Managed customer service operations, ensured customer delight by achieving delivery & quality service in the shortest possible time 24 hours
* Promoted new and additional bank products to new and existing customers thus increasing sales by 100%

**Jul’15 – Dec’16 with YES Bank Ltd., New Delhi, India as Client Relationship Partner****Role:*** Managed all transaction processes and delivery of services; provided services to existing customers and managed all aspects of customer relationships. Generating new business leads for normal CASA and NRI & NRO.
* Monitored database of High Net Worth Individual (HNI) customers; ensured adherence to service standards of the bank
* Worked closely with colleagues in other divisions to identify common new business prospects and cross-sold integrated search

**Highlights**:* Worked with the Group Marketing Team to develop marketing campaigns to support sales strategy; generated new business worth INR 10 Lakhs or more than Crores and raised awareness of other company products
* Developed effective working relationships with customers through regular meetings, identified and obtained further sales and business development opportunities, increased customer base from 1 to no limit
* Stood as two time National Level (Yes Security’s) Contest winner; appreciated by National Head of YES Bank
* Received Fastest CASA HNI Account Sales Certificate by Regional Head of YES Bank NCR

Previous Experience**Feb’15 – Jul’15**  **with Prithvee Propmart Ltd., Noida, India as Assistant Manager**Summer Internship & Trainings**MBA****Organisation**: Donex Industries Ltd., Noida**Project Title**: LED Lights National &International Selling Research on (Demand &Forecast of LED Lights for 2020)**Designation**: International (Sales &Marketing) Executive**Duration**: 6 weeks**Description**: Import &export of Led Lights (like LED bulbs, T5, T8, panel light, streetlight, solar light and so on) in international market of Gulf and SAAR countries. Made new international clients and took their requirement and demand for led light.**BBA****Organisation**: Birla Sun Life Mutual Fund, Allahabad**Duration**: 2 months**Description**: Promotion of plans and policies to the outside clients and created awareness among the clients regarding the investment in various plans and benefits related to that.**Organisation**: PNB MetLife India Insurance Company Ltd., Lucknow **Designation**: Marketing & Sales Executive**Duration & Title**: 3 months & Marketing & Sales of Insurance Policy**Description**: Target of insurance policy products marketing and sales, telephonic sales, gave information about new policy products and their benefits, took general inquiries from new client, field work and office work, made decent relations with new clientsCertifications* Pursuing Six Sigma
* Certificate of SAP Learning & Tanning

Extracurricular Activities* Coordinated in Placement Department in the college
* Coordinator of our National College Fest and Promoter of our national Fest at National Level.
* Participated in:
	+ Fashion Show during college UTSAV Fest’14&bagged 1st Prize
	+ Salsa Group Dance duringMenfest’13 and won 2nd Prize
	+ College Quiz Competition and CSR Activity
	+ UG college management activity (2012) and got the Best management work (SHEALD)
	+ PICASA during UG College Prabandan Fest

IT Skills* MS Office 2007 , Outlook
* Operating System-98, 2000, XP, Windows 7 & 8

Passport Details* Expiry Date- 15/07/2025
* Nationality- Indian
* Visa Status- Working & Residential Visa
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