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**VIJAY**

**VIJAY.373313@2freemail.com**





To work with a professionally driven and vibrant organization which recognizes its employees as its greatest strength and to excel my operational skills as well as managerial abilities to work within the highly competitive era of globalization.

**CAREER GOAL**



**Masters in Business Administration | 2012**

**Faculty of Mgmt. Studies, Udaipur, India**

**Bachelors in Business Management | 2010**

**Commerce College of Management Studies, Udaipur, India**

**Higher Secondary | 2007**

**Central Academy Senior Secondary School, Udaipur, India**

**Senior Secondary | 2005**

**Central Academy Senior Secondary School, Udaipur, India**

**EDUCATION**



**Manager (Operations & Sales)**

**Axis Bank Ltd.** (November 2012 – August 2017)

**About Organization:** Axis Bank is India's 3rd largest private sector bank, offering the entire spectrum of financial services to customer segments including Large and Mid-Corporates, MSME, Agriculture and Retail Businesses. The bank has a vast retail footprint of over 2,750 branches and 13,000 ATMs.

The overseas operations of the bank are spread over its 9 international offices with branches at Singapore, Hong Kong, DIFC (Dubai International Financial Centre), Colombo & Shanghai, and representative offices at Dubai and Abu Dhabi.

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**WORK**

**EXPEREINCE**



* Direct all operational aspects including distribution operations, customer service, human resources, administration and sales
* Assess local market conditions and identify current and prospective sales opportunities
* Develop forecasts, financial objectives and business plans
* Meet goals and metrics
* Manage budget and allocate funds appropriately
* Bring out the best of branch’s personnel by providing training, coaching, development and motivation
* Locate areas of improvement and propose corrective actions that meet challenges and leverage growth opportunities
* Share knowledge with other branches and headquarters on effective practices, competitive intelligence, business opportunities and needs
* Address customer and employee satisfaction issues promptly
* Adhere to high ethical standards, and comply with all regulations/applicable laws
* Network to improve the presence and reputation of the branch and company
* Stay abreast of competing markets and provide reports on market movement and penetration

**ROLES &**

 **RESPOSIBILITIES**



* Developed strong analytical/logical thinking skills and clarity of thought to identify and solve business problems
* Enhanced client relationships through cost-effective solutions and time-boxed solution
* Proven Ability to learn complex businesses very quickly, define problems accurately while paying attention to detail in the solution.
* Good at Leadership skills, interpersonal skills, Conflict Management & Negotiating skills.
* Proficient in outbound marketing calls and scouts for new leads and referrals to generate business.
* Proven ability to effectively manage time and resources and prioritize tasks in order to consistently complete projects according to specifications and on time.
* Efficiently handled timely processing of bank transactions like Funds transfer, Cheques, Opening of accounts, Reconciliation of office accounts, Ensuring timely resolution of customer queries and improving customer service levels.

**PROFESSIONAL ATTRIBUTES**

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**REFERENCE**

Available as per requirement