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|  |  | CAREER OBJECTIVE  * **To achieve a relevant position in the banking sector using all my expertise in the field of Banking.** |
| **PROFILE**   * **Kanniya**   Email: [kanniya.389934@2freemail.com](mailto:kanniya.389934@2freemail.com) Hobbies  * ***Origami*** * ***Listening to Music*** * ***Cooking*** * ***Gardening*** |  | QUALIFICATIONAmrita school of Engineering, Coimbatore **2012 – 2016** Sivakasi Nadar Higher Secondary School, Madurai **2010 – 12**   * Krishnammal Ramasubbaiyer school, Madurai  EXPERIENCE IN AREAJP Morgan Chase and co[KYC Specialist] September 2018 – March 2019   * Worked as a document reviewing specialist in the commercial banking sector. * Verified the documents like CRA, COI and BSC. * Rectified the errors and escalated the inappropriate documents. * Accumulating the data and updating the details in navigator. * Tools used in accumulating data “SERVICE PORTAL and CUSTOMER KNOWLEDGE CENTRE”.  Standard Chartered Global Business Services[Client care Executive] April 2017 – August 2018   * Working as a Client care Executive and handled Retailed Banking. * Handled KYC cases of the clients and educated them the importance and role of KYC with respect to banking. * Worked as a Coach by training the new joiners learn the entire process and helped them deal with the customer data. * Retained the clients by sharing the benefits of other products and services.   **Role and Responsibility**   * Strong team player * Great innovative/creative ideas * First Satisfied to work in Customers  Hinduja Global Solutions **[Customer Relation Officer]**  August 2016 – March 2017   * Worked as a Customer Relation Officer and handled inbound calls for India’s No.1 Network “AIRTEL”. * Retained clients with the help of other services.  **SKILLS**  * Japanese (Beginner) * C programming * Microsoft Office (Excel, Word, PowerPoint) |