**RESUME**

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**Apoorva Tiwari**

H. No-947/10 New Basti Bastepur

Raebareli-229010

Mob- 9519936699

E-mail: tiwari.apoorva1988@gmail.com

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**PROFILE & STRENGHTS**

* Dynamic and vibrant **personality** with excellent managerial proficiency and practical experience, gained while working.
* Detail-oriented, with proven communication and analytical skills; can handle multiple tasks to meet deadlines in pressure situations.
* A systematic, organized, hardworking and dedicated team player with an analytical bent of mind, determined to be a part of a growth-oriented organization.
* Outstanding communication skills, verbal as well as written coupled with exceptional presentation skills.

**Experience**

* Working with PNB Metlife India Insuarance Co as an RM from 15 July 2020 till Date.
* Worked with HDFC Bank As Agri RM from September 2017 to 26 November 2019
* Worked as a Financial Service Manager (Banka Insurance) in ICICI Bank from July 5 2015 to September 2017
* Worked with HDFC Bank as a CSO (Current Account Sales Officer) since from JUNE 2012 till July 3 2015
* Worked as a Insurance Advisor in Birla Sunlife Life Insurance company from 2008 to 2011

**JOB PROFILE AS RM in HDFC Bank**

 Responsibility for achieving the monthly sales targets through KGC & Other Assest (CC Lap OD) products.

 Handling of Team & Coordinating with branches for business generation

 Cross selling of new products and service opportunities as CASA, RDs, FDs etc.

 Follow up on new leads and referrals to generate business

 Follow the various internal guidelines and procedures of seniors

 Ensuring customer satisfaction.

 Resolving of customer queries/issues

 Maintaining of periodic status reports, including daily activity report and calls/follow-ups made.

**Academic Qualification**

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| **Qualification** | **School/University** | **Year** |
| High School | ICSE Board | 2005 |
| Intermediate | CBSE Board | 2007 |
| Graduation (B.Com) | CSJM University, Kanpur. | 2007-2010 |
| Post Graduation | CSJM University, Kanpur. | 2010-2012 |
| Professional Degree | Completed correspondence MBA from ISBM (Indian School of Business and Management) Jaipur. | |

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**Computer Proficiency**

* Good Knowledge of Computer having Skills in Microsoft Office, Internet
* Basic Knowledge in Tally 9.0

**Characteristic Traits**

* Ability to perform under intense pressure
* Inherent quality to analyze and solve critical problems
* Extremely punctual and hardworking
* Scientific aptitude
* Quick Learner

**Personal Profile**

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| **Father’s Name** | Mr. Ashok Kumar Tiwari |
| **Date of Birth** | 03/08/1988 |
| **Religion** | Hindu |
| **Sex** | Male |
| **Marital Status** | Married |
| **Category** | General |
| **Languages Known** | English & Hindi |
| **Address for Correspondence** | H. No-947/10 New Basti Bastepur  Raebareli |

**Hobbies**

* playing cricket
* Net -surfing and
* Visiting new places

**DECLARATION**

*I confirm that the information provided by me is true to the best of my knowledge and belief.*

**Date: ……………………………** Apoorva Tiwari

**Place: …………………………..**

References:-

1. Prashant Singh 2. Mukhtar Ali

(Branch Head) (Banka Head)

HDFC Bank Ltd. ICICI Prudential

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