

TANVI YASMIN

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Objective

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Personal Details

- Date of Birth : 09/06/1996
- Marital Status : Married
- Nationality : Indian
- Sex : Female

Languages

- Bengali, English, Hindi.

Skills

- Process Development Sales Planning, Details Documentation, Multitasking Team Work, Market Understanding, Problem-solving abilities.

Education

- **Burdwan Municipal Girl's High School** 2012
West Bengal Board of Secondary Education
60%
- **Burdwan Municipal Girl's High School** 2014
West Bengal Board of Higher Secondary Education
56.2%
- **Burdwan Raj College** 2017
Bachelor of Arts (B.A)
37.37%
- **BURDWAN UNIVERSITY** 2020
Masters of Arts. (M.A)(Bengali)
56.37

Additional Qualifications

- Certificate in information technology application (CITA)
Diploma in information technology application (DITA)

Experience

- **HDFC BANK FINANCE (HDB PAYROLL) Burdwan.** 19/05/2018 - April 2019
Sales Executive
 - ❖ Good command on CD/CDD _Loan FILES Delivers ECS / Documents.
 - ❖ 100% support to Local collection (CD•CDD) Teams for control delinquency.
 - ❖ Sales CD Product with cash EW(Extended warranty)
 - ❖ Maintain healthy relationship with office staff members & customers.

- **QUESS CORP (BAJAJ FINSERV LTD) (NBFC) Burdwan.**

April 2019 - 19/01/2022

Sales Executive

- ❖ Good command on CD/CDD/VAS _Loan FILES Delivers ECS / NACH MANDATE / E MANDATE / CKYC / OTP AGREEMENTS through CIA APPs.
 - ❖ Maintain healthy relationship with office staff members & customers.
 - ❖ Maintain all parameters in growth from the last year numbers YOY.
 - ❖ Drive resolution against NST•(Non Starter bounces) Cases.
 - ❖ 100% support to Local collection (CD•CDD) Teams for control delinquency.
 - ❖ Distributed Cashback Vouchers & Managing all Queries about Cashback Vouchers.
 - ❖ Sales CD Product with EW•(Bajaj Allianz extended warranty /general insurance /Max Bupa Life Insurance/ CPP/ HDFC ERGO•EMI CARDS /LG COBRANDED CARDS/ ADD ON CARD/ OMC CARD/ INSTA CARD / HEALTH CARD / INSTA HEALTH CARD).
- Always try to take knowledge from others competitor's companies ..

- **ICICI BANK LTD(I-PROCESS)**

15/02/2022 - 22/07/2022

SALES EXECUTIVE

Personal Loan

- **Yes Bank**

01/08/2022 -

Senior Sales Executive (CASA)

Extra Curricular Activities

- Painting

Hobbies

- Travelling

Interests

- To make new friends and make conversation with unknown person

Declaration

- I hereby declare that all the informations furnished by me are true to the best of my knowledge..

Place

- Burdwan

Date

- 12 /08/2022