**RESUME**

**A.NAGARAJ**

5/2- Kamatchi Amman Kovil Near,

Mallur-PO

Salem –DT

🕻 **:** 7708876445 **🖂** : [raninag@gmail.com](mailto:nagausb@gmail.com)

Pin-636 203.

**SYNOPSIS**

* 10 Years of dedicated service in the field of Marketing.
* Efficient Administrator. Team Handle
* Effective Communicator with good interpersonal skills.

**Work Experience**

**Organization :** Reliance Retails

**Designation :** Relationship Associate-M F T

**Duration : 1** Year-**Oct’ 08 – Sep – 09.**

**Role :** Life Insurance, General Insurance & Mutual Funds

**ACTIVITIES**

* Promoting the sales of Reliance products
* Scrutinizing the documents related to the product sale.
* Achieving targets set for Mutual Fund & Insurance products.
* Resolving customer queries/difficulties regarding opening of New Polices

**Organization :** ICICI LOMBARD General Insurance

**Designation :** Sales Officer

**Duration : Sep’ 09 – Jun 11**

**Role :** Overseas Medical Insurance & General Insurance Sales

**ACTIVITIES**

* Planning and coordinating the activities of agent with a view to ensuring efficient
* Increase in sales volumes.
* Demonstrating and explaining effective sales techniques to other Agents
* Ensuring commitment and customer focused approach from all the team-members.
* Planning and execution of sales campaigns for new product introductions,

fresh business acquisition and cross-selling of products.

**Organization :** IDBI CAPITAL MARKET SERVISES LTD

**Designation :** Sales Officer

**Duration : July 2011 – Dec 2014**

**Role :** Handling the sales activities of the Demat Accounts & Mutual Funds

**Responsibilities:**

* Scrutinizing Account Opening Forms and documents for ensure compliance with
* KYC norms and NSDL policy of the IDBI CAPITAL MARKET
* Resolving customer queries/difficulties regarding opening of accounts.
* Developing relationships/adding value at the time of new customer acquisition.
* Generating a referrals’ database of prospective customers through Bank Customers.

**At Present:**

**Organization :** MSWIPE TECHNOLOGIES PVT LTD

**Duration : Jan 2015 To 2020**

**Designation :** TEAM LEADER

# Educational Qualifications

S.S.L.C - Mallur Hr.Sec School - Mar - 1996 - 50%

Hr.Sec. - Private - Sep - 2001 - 50%

**Academics**

B.COM,

**Computer Applications** - Annamalai University - Sep - 2005 - 50%

**Sports& Activities**

All India rural sports& Games Panamarathupatty-BLOCK LEVEL

CO-CO Winner & Runner.

## PERSONAL INFORMATION

Fathers Name : T.Aravandi

Date of Birth : 23-05-1981

Nationality : Indian

Religion : Hindu

Sex : Male

Marital Status : Single

Languages Known : Tamil, English

**Declaration**

I hereby declare that all the above details are true to the best of my knowledge. Given the Opportunity, I would prove to be an Asset to the Organization I serve.

Thank You,

Yours sincerely,

Place:

(**A.NAGARAJ**)

Date :