RESUME

|  |  |
| --- | --- |
| **D.SANTHOSH**  **Contact:**  **Santhosh2ds@gmail.com**  **Mobile : 9912433226**    Permanent Address:  **D.SANTHOSH**  S/o: Sattanna,  H.no. 1-18,  Vil; Kacharam,  Mdl; Medipally  Jagtial Dist,  PIN: 505453.  Personal Information:  Father's Name : Sattanna  Date of Birth : 09/06/1990  Sex : Male  Nationality : Indian  Marital Status : Married  Languages : English, Telugu,Hindi.  **Alternate Email:**  **Santhosh2dss@gmail.com** | Career Objective:  To build a career in a reputed Organization which promotes to learning on a place where I can contribute my abilities for Organizational growth and to develop my skill sets simultaneously.  Education:  **Master of business :** 2010 – 2012 with an aggregate of 63%  **admistration**  - Osmaniya University, Hyderabad.  **Bachelor of Commerce:** 2007 – 2010 with an aggregate of 64%  - Kakathiya University. Jagtial.  **Intermediate (C.E.C) :** 2005 – 2007 with an aggregate of 58%  - Intermediate Board, Jagtial.  **(S.S.C. Standard) :** 2004– 2005 with an aggregate of 63%  - S.S.C. Jagtial.    Skills:    Operating Systems : Windows 2000/XP  Packages : MS-Office  Accounting Package : Tally 9.0.    Career Related Skills :   * Branch Operations * Cash/ATM Management * Customer Service. * Team Management * Problem Solving Ability * Result & Process Oriented * Good Communication & Computer Knowledge. |

Work Experience:

1) Worked as a Jr. Officer in **THE GAYATRI CO-OPERATIVE URBAN BANK LTD.**

**From:** December 2012 TO JULY 2018.

2) Worked as a Relationship Manager in **DCB BANK LTD.**

**From: 19TH** Nov 2018 to 13TH Oct 2019.

Job Profile:

* Branch merchandising
* Authorize personal banker transaction.
* Resolution of customer queries / complaints. .
* Vault custodian.
* Responsible for cash and customer transactions at the teller counter.
* Supervising all non-cash transitions like DD/MC, funds transfer etc.
* Posting transactions of Fund Transfer, NEFT and RTGS.
* Branch operations and Audit compliance
* Responsible for cash receipts deposit, payments and cash balancing
* Responsible for high quality services .customer relationship management.
* Handling mortgage Loans, Housing Loans login to disbursal.
* Handling Gold loan Login to disbursal.
* Cross selling of FD/RD
* Recovery of All type of Loans.

Hobbies:

Playing Cricket, Caroms and listening Soft Music.

.

Achievements & Certifications

* Training and Certification in various process.

Place:

Date:

(D.SANTHOSH)