**C.V**



PREETI GYANSWARUP SANGWAN

**Correspondence Address:**

**Flat no. 107, Shivanish Paradise,**

**Gulmohar road, Near Mamta Gas Godown,**

**Parijat Chowk, Savedi,**

**Ahmednagar – 414003**

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* 9890741000

**CAREER OBJECTIVE :**

To be an integral part of growth oriented corporate team, which will provide better career opportunity to leverage my skill and experience to facilitated organizational growth and individual satisfaction.

**KEY SKILLS :**

Very enthusiastic, energetic, excellent written and verbal communication, strong presentation, negotiation and influencing skills. Relationship building skills, sales promotion, and an ability to handle team in the multicultural environment.

**LANGUAGE PROFICIENCY :**

English, Hindi and Marathi

STRENGTHS :

Leadership qualities

Target Oriented

Punctual

Soft Spoken

**WORK EXPERIENCE :**

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| --- | --- |
| **Organization** | **FUTURE GENERALI LIFE INSURANCE CO. LTD.** |
| **Designation** |  **Agency Organizer** |
| **Location**  |  Ahmednagar |
| **Responsibilities** | * Handling team work.
* Growing business.
* Field work and maintaining 100% targets achievement.
* Control of daily lead flow & productivity as well as other activity.
* Maintain good & quality portfolio.
* Plan of action for day wise / week wise & finally month wise target achievement with team.
* Achieve set goals in segments (Insurance).
* Total Control of business.
* Find out Potential Cases by tele calling.
* Make them interested & take appointment for demonstration.
* And also responsible for monthly sales.
 |
| **Reporting to** | Manager –Branch Manager  |
|  **Duration** | 09th Dec 2012 to 27th may 2014.  |

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| **Organization** | **INDIA INFOLINE FINANCE LTD.** |
| **Designation** |  **Jr. Officer Gold Valuer**  |
| **Place** | Ahmednagar |
| **Responsibilities**  | * Managing CC Leads & Conversion ratio.
* Appraise the gold.
* Handling all cash transactions.
* Finalize the value of gold for loan.
* Disburses the loan against gold.
* All operational work of gold loan.
* Maintaining approval ratio & Control on daily rejection.
* Maintain good & quality portfolio.
* Achieve set goals in both segments (GL / Insurance).
* Growing business for the branch.
* Giving best offers or suggestions to customers regarding his GL.
* Maintaining good relation with customers for future business potential.
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| **Reporting to** | Branch Manager – Gold Loan |
| **Duration** | 14th Aug 2014 to 2nd Jul 2015. |

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| **Organization** | **YES BANK LTD.** |
| **Designation** | **Relationship Manager** |
| **Place** | Ahmednagar |
| **Responsibilities** | * Opening accounts of HNI customers
* Provide best services
* Maintain best relation with customers for future business
* To find worthy customers and closing Life insurance.
* Cross sell management
* Maintaining approval ratio & Control on daily rejection.
* Maintain good & quality portfolio.
* Achieve set goals in All segments
* Total Control of business.
* All operational work of CTS Updation.
* Giving best offers or suggestions to customers regarding there all requirements.
 |
| **Reporting to** | Branch Manager – yes bank ltd.  |
| **Duration** | 22nd march 2017 to 1st June 2018 |

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| **Organization** | **SINGAPORE GLOBAL INVESTMENT LTD.** |
| **Designation** | **Personal Secretary in India and Abroad** |
| **Place** | Singapore |
| **Responsibilities**  | * Arrange international meetings with MD.
* To corresponding with foreign associates.
* Handling Indian office work over the phone.
* Maintaining good relations with ministers and legal authorities of every country.
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| **Reporting to** | Chairman of SGIL Singapore  |
| **Duration** | 14th June 2018 to 31st January 2020 |

**ACADEMIC BACKGROUND :**

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| --- | --- | --- |
| **DEGREE** | **YEAR** | **PERFORMANCE** |
| Master in Business Administration (MBA) | 2016 | First class |
| Bachelor in Commerce (B.COM) | 2012 | First Class |
| Higher Secondary School (12th) | 2009 | Second Class |
| Secondary School Certificate (10th) | 2007 | First Class |

**PERSONAL INFORMATION :**

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| --- | --- |
| DATE OF BIRTH |  29th Sept. 1991 |
| HOBBIES & INTERESTS | * Bike riding
* Listening to Music
 |
| **MANAGERIAL COMPETENCIES** | * Ability to think and work innovatively
* Ability to work collaboratively with others
* Good time management skills
* Ability to work under pressure
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**DECLARATION :**

**I hereby declare that the above mentioned information is correct and authentic to best of my knowledge.**

 **Thanking you,**

 **PREETI G. SANGWAN**

**Date :**

**Place : Ahmednagar**