

C.V

PREETI GYANSWARUP SANGWAN

Correspondence Address:

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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 :

Organization	FUTURE GENERALI LIFE INSURANCE CO. LTD.
Designation	Agency Organizer
Location	Ahmednagar
Responsibilities	<ul style="list-style-type: none">➤ 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	09 th Dec 2012 to 27 th may 2014.

Organization	INDIA INFOLINE FINANCE LTD.
Designation	Jr. Officer Gold Valuer
Place	Ahmednagar
Responsibilities	<ul style="list-style-type: none"> ➤ 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.
Reporting to	Branch Manager – Gold Loan
Duration	14 th Aug 2014 to 2 nd Jul 2015.

Organization	YES BANK LTD.
Designation	Relationship Manager
Place	Ahmednagar
Responsibilities	<ul style="list-style-type: none"> ➤ 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	22 nd march 2017 to 1 st June 2018

Organization	SINGAPORE GLOBAL INVESTMENT LTD.
Designation	Personal Secretary in India and Abroad
Place	Singapore
Responsibilities	<ul style="list-style-type: none">➤ 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.
Reporting to	Chairman of SGIL Singapore
Duration	14th June 2018 to 31st January 2020

ACADEMIC BACKGROUND :

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

PERSONAL INFORMATION :

DATE OF BIRTH	29 th Sept. 1991
HOBBIES & INTERESTS	<ul style="list-style-type: none">• Bike riding• Listening to Music
MANAGERIAL COMPETENCIES	<ul style="list-style-type: none">• Ability to think and work innovatively• Ability to work collaboratively with others• Good time management skills• Ability to work under pressure

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