**Kabyasri Mukherjee**

*Add- Vasna road. Shikhar enclave. Near vasna jakat naka.vadodra.pin-390007*

Contact: - 91-7984567224/ kabyasrig@gmail.com



**PROFILE:**

*Experienced as team leader and business developer over nine years with comprehensive problem solving skills. Command over the art of explanation. Clarity about concepts. Willingness to learn new technology and experiment with it.*



**PROFESSIONAL EXPERIENCE**

**2019 May- till date :-**

Center sales Manager at FRANKFINN INSTITUTE OF AIRHOSTESS TRAINING.

# Business development in terms of branding and sales management.

# Branch administration.

# Parents meeting, student counselling.

# Training and development of the students.

**2017Nov- 2018 June**: -

Branch Manager at IIFL FINANCE LTD.

# Branch team management.

#Collection efficiency target achieve.

# Cash management.

# Relationship management with business partner.

# Time Management .

# Training and development of the new recruited staff.

# Third party product training .

#Revenue generate and Monthly, annually target meet.

**2016 December- 2017 August**: -

Deputy Manager at Kotak Mahindra Bank Ltd.

# Relationship management with existing clients

# Cross selling of Life Insurance, MF, General Insurance, FD.

# CASA planning’s

# Acquisition of new clients

# DSR to reporting authority

**2013 April - 2015 July : -**  Assistant Sales Manager of Life Insurance at BMA WEALTH CREATORS LTD

* Team handling and business development
* Achieving team target by daily customer call and visit.
* Target Achievement form new customer acquisition and cross sell.
* Client meeting at branch for new business and service issues.
* Daily reporting to BDM for team performance and lead status.
* Coordinate with SMs for leads and follow ups.

**2009 May -2013 March :-**

*Public Relationship Officer for Insurance in UNITED GROUP.*

* Coordination with the management and clients along with agents
* Company distributer and retailer channel maintenance.
* Business Development by acquiring new and serving the existing client with utmost efficiency.
* Relation building with all the departments for ensuring smooth communication and proper reporting
* Creating an environment that sustains and encourages high performance; motivating all the members of all departments in optimizing their contribution level .

**2008 Aug-2009 April** :-

*Served in RELIANCE COMMUNICATION HOUSE as a Team Leader in Insurance process.*

* Conceptualizing & implementing sales strategies for acquiring business from clients effectively and using potential reference from existing clients and data.
* Providing strong leadership to the subordinate ensuring that a healthy and friendly learning and working environment is maintained.
* Operational activity keeping in mind the rival contemporary companies and implementation of latest teqniques and methods in order to ensure high levels of achievement are gained in a challenging environment.
* Ability to interact, recognizing & solving the diverse position of both client and subordinate in a spontaneous manner.

**2007 Oct –2008 Mar** :- *Worked as a TSE in Outbound Process for TATA AIG LIFE INSURANSE COMPANY LTD in Exploretech Solutions pvt ltd.*

* + - * + Taking care of tele-marketing, coordinating and promotional activities, along with client meetings to sell Insurance product
        + Day to day administrative tasks such as managing, scheduling and distributing works to ensure smooth running of the business development (BD) Operation team.
        + Developing enhanced services to support the business and client development activities.
        + Monitoring juniors and supporting them through proper guidance and reporting.
* Delivery of the information and curriculum to the customers of the company tailoring the methods used to match the individual needs and acceptance styles as required.



**EDUCATION & QUALIFICATIONS**

|  |  |
| --- | --- |
| Graduate  Institution  University | : B.A. (2007)  : Bhairab Ganguly College,Belgharia  : Calcutta University |
|  |  |
| Higher Secondary  Institution  Board | :10+2 Arts (2004)  : Ariadaha Sarbamangala Balika Vidyalaya  : W.B. C. H.S .E |
|  |  |
| Madhyamik  Institution  Board | : 10th (2002)  : Baranagar Rajkumari Memorial Girls  : W.B. Board of Secondary Education |

**PROFESSIONAL QUALIFICATIONS**

* **Spoken English From B.B.C**



**Technical Skills:**

**Operating System**: Win98, XP, Win Vista, Win 7

**Software Package**: MS Office, Basic Knowledge & Certificate in Desktop Publishing

**Internet**: Thorough basic knowledge of Email Marketing, Skype, Marketing via Social network



**Individual details :**

1. Date of Birth : 20"th August 1986
2. Nationality : Indian
3. Religion : Hindu
4. Martial Status **:** Married

|  |  |  |
| --- | --- | --- |
| **ENGLISH** | Speaking | Writing |
| **BENGALI** | Speaking | Writing |
| **HINDI** | Speaking only | |

I hereby declare that all the data and information provided above are true and correct to the best of my knowledge.

......................................................

**Signature**