

Email: svigneshtnj@gmail.com

Mobile: 9629978191

VIGNESH.S

Career Objective:

Willing to work under any challenging environment, where my work will be a milestone in whatever I do. To bring about innovations and developments in the field of Technology.

Work Experience:

- ✓ Worked as a **Business Development Executive** in **HASHTAG Digital Marketing**, Thanjavur (Nov 2021 – till now)
- ✓ Worked as a **Senior Sales Officer and Gold Appraiser** in **IIFL FINANCE LTD**, Thanjavur (Aug 2019 – Sep 2021)
- ✓ Having 1+ year of experience as a **Junior Relationship Executive** in **MUTHOOT FINANCE LTD**, Chennai. (Dec 2017 – Apr 2019)
- ✓ Gained 2+ years of experience as a **Senior Process Associate** in **GUARDIANINDIAOPERATIONS PVT LTD** (Jan 2015 – Apr 2017)

Technical Skills

Operation Systems : Windows platforms Office Package

MS-Office, Libre Office

Programming skills : Java, Java Script, HTML, CSS, ASP .net Database :

MySQL, MS-Access

Mail Clients : MS-Outlook, Thunderbird

Job Description

Roles and Responsibilities @ HASHTAG Digital Marketing,

- Generate new leads into sales conversion
- Handling Sales Team members
- Handled collections and ensuring in achievement of monthly targets
- Co-ordinate with management-oriented target requirements
- Follow up with merchandiser and dealers

Roles and Responsibilities @ IIFL Finance Ltd

- Administering the Branch and Team handling
- Building and Maintaining customer relations
- Mapping potential customers and generate leads for the organization
- Promoting new products and providing best of services
- Follow organizational policies and regulations
- Handled collections and ensuring in achievement of monthly targets.

Roles and Responsibilities @ Muthoot Finance Ltd

- Handled Sales, Collection and Product Marketing
- Building and maintaining customer relations and ensuring customer satisfaction
- Promoting new products and help improving branch sales
- Encouraging team members in achieving their monthly targets
- Co-coordinating with other branches

Roles and Responsibilities @ GUARDIAN INDIA OPERATIONS PVT LTD

- Data entry of all claims in the given CRM
- Preparing daily reports and submitting to the Manager
- Ensuring to achieve 99.99% error free records

Academic Profile

MCA (72%) from TUK Arts College, Thanjavur under Bharathidasan University (2011 - 2013)

BCA (65%) from Bharat College of Science and Management, Thanjavur under Bharathidasan University (2008 - 2011)

Personal Profile:

Date of Birth : June 4 1991
Father Name : Srinivasan P
Nationality : Indian
Marital status : Married

Address for Communication
No 17, Rail Nagar, (MC Road)
Near Thirumagal Hr. Sec School,
Medical College Post,
Thanjavur 613004

Declaration:

I VIGNESH hereby declare that the information given above details are true in the best of my knowledge.

Place:
Date:

Yours faithfully,
S.VIGNESH