



C.ARUN

09/09/1993

Male

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nagar, madhusoodhanapuram
parakkai, Nagercoil
kanniyakumari district India
629601



WORK EXPERIENCE

EUCO BLUEADBLUE FILLING STATION

SEPT 2023 - SEPT 2024

Fuel Station Manager

Opened AdBlue Filling Station @ Chettikulam Bypass Road Koodankulam and have been maintaining the business .

SMA RESOLUTIONS PVT LTD

AUG 2020 - MAR 2022

Credit Resolution

ROLES HANDELED:

- 1. Handling of Credit Recovery:** Managing the loan portfolio of customers and check if the account requires Debt recovery from the customers.
- 2. Handling of NPA:** Checking the Portfolio of loan customers and analyzing and classifying them into various classes of NPA and informing the customers about the case.
- 3. Maintaining Records of NPA customers:** Record keeping of NPA portfolio in a classified manner according to the level of intensity.
- 4. Recovery of vehicle and Fixed Assets:** If the portfolio becomes a doubtful then we have to initiate Recovery process of Fixed assets .
- 5. Issuing of Sarfassi's with collaboration with Bank:** After repeated issue of notice to the defaulters we issue Sarfassi ie auctioning of their houses.

AXIS BANK LTD

SEP 2018 - JUN 2020

Customer Service Officer

ROLES HANDLED:

- 1. Handling of customers:** Welcoming customers and knowing about the issues , negotiating with them.
- 2. Handling cash:** Maintaining customer cash, accepting deposits and crediting to the account
- 3. Performing day to day activities in Bank including customer service:** It includes all the works from the start of the works and till the end of day.
- 4. Interacting with customers to identify their needs:** Knowing the requirements of the customers and helping them out , issuing solution to the customers.
- 5. Performing NEFT and RTGS:** Undergoing NEFT AND RTGS fund transfer facility to the customers in a timely manner with complete accuracy.
- 6. Sales of Bancaassurance:** Sale of insurance products and third party insurance products to the customers.
- 7. Opening of Savings, current accounts, Opening of FD's and RD's:** Opening saving accounts for the customers by pitching the right products to them and if the customers falls under or if he is owning a company then suggesting Current account to them. Opening of fixed accounts and Recurring Deposits on the demand of customers



EDUCATION

POST GRADUATE DIPLOMA IN BANKING AND FINANCE

CORE Banking Subjects

CGPA: 8.01

KALAINGNAR KARUNANIDHI INSTITUTE OF TECHNOLOGY**AUG2011 - JUN2015**

B.TECH (INFORMATION TECHNOLOGY)

Subjects INFORMATION TECHNOLOGY

CGPA : 6.86

**HONORS & AWARDS**

Pledge a SIP { AXIS BANK LTD}

OCT 2019

Certificate from IMARTICUS LEARNING on Diploma In Retail Banking And Wealth Management

**ADDITIONAL INFORMATION**

STRENGTH:

1. Transparent
2. Customer Centric
3. Ability To work in Team
4. Ownership
5. Self Motivated
6. Trustworthy

PERSONAL PROFILE:

NAME	- C.ARUN
DOB	-09/09/1993
GENDER	-MALE
MARITAL STATUS	- SINGLE
NATIONALITY	- INDIAN
PASSPORT DETAIL	- Z5920235 ,
PASSPORT ISSUE AND EXPIRY	- MADURAI (TAMIL NADU) INDIA FROM 9/7/2020 TO 8/7/2030

DECLARATION:

I hereby declare that the information furnished by me is true and correct to the best of my knowledge.