

## **KRIPA VIJAYAN**

### **CONTACT DETAILS**

E-mail:  
Kripavijayan8@gmail.com  
Ph: 8848464387

### **CONTACT ADDRESS**

Krishna Kripa House  
Fisheries 2<sup>nd</sup> Road, Thevara P.O  
Ernakulam - 682013  
Kerala, India.

### **PERSONAL DATA**

Father : K.V. Vijayan  
Date of Birth : 12-03-1996  
Sex : Female  
Marital Status : Single  
Nationality : Indian  
Religion : Hindu  
Caste : Dheevera

### **LANGUAGES KNOWN**

English  
Malayalam  
Tamil  
Hindi

### **CAREER OBJECTIVE**

“To use my skills in the best possible way for achieving the company’s goals and enhance my professional skills in dynamic and fast faced workplace”

### **EDUCATIONAL QUALIFICATION**

<b>COURSE</b>	<b>INSTITUTION/ UNIVERSITY</b>	<b>YEAR OF PASS</b>	<b>PERCENTAGE</b>
B.COM (Co-Operation)	M.G. University	2016	58%
Plus Two	G.H.S.S Edappally	2013	65%
SSLC	ST. Thomas G.H.S Perumanur	2011	71%

### **COMPUTER KNOWLEDGE**

- M.S. Office
- Basics in TALLY
- Internet surfing

## EXPERIENCE

### **HDB Financial Services Pvt. LTD (Subsidiary Company of HDFC Bank)**

Designation: Junior Officer COP (Relationship Manager)

Experience : 1 year

#### **Nature of Job:**

Providing financial services assistance to classic customers of HDFC BANK through phone. It involves acting as financial advisors for customers on their banking and cross selling the bank products according to the customers need.

### **HEDGE EQUITIES LTD**

Designation: Executive Operation- Customer care Department

Date of Join: 12<sup>th</sup> February 2018

Present Job

#### **Nature of Job:**

- Providing financial service assistance to customers of Hedge Equities Ltd through phone calls
- Build customer relationship with cross selling products i.e. Mutual fund and Insurance
- Handling client enquiries and generating leads.

## ACHIEVEMENTS

- Awarded for best performance employee and received cash prize from M.D of Hedge Equities Ltd.
- Has cleared IRDA exam on December 2016

## DECLARATION

I hereby declare that the above given information is true to the best of my knowledge and belief and can be supported by relevant certificates and documents.

Place: Ernakulam

Date:

KRIPA VIJAYAN