

TREESA HELEN P.E

Email ID : helentreesa25@gmail.com

Mob No : 9072434681

WORK EXPERIENCE

2020 November-Present Privilege Banker at ICICI Bank Grade: Assistant Manager	<ul style="list-style-type: none">● Supervise all data processing activities at bank.● Provides a positive customer experience with fair, friendly and courteous service.● Processes transactions, Cheque processing and book keeping.● Resolves customer issues and answers questions.● Generating leads and negotiating all contracts with prospective clients.● To manage the Tell(Cash counter),Preparing daily and monthly reports
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ACADEMIA

Post Graduation-2020	M.B.A Finance and Marketing (79%)M.G University
Graduation-2018	B.Com finance and Taxation in (80%) M.G University
Higher Secondary	Commerce Politics(83%)
Secondary School	(92%)

ADDITIONAL QUALIFICATIONS

- Diploma in basic computers(PDCFA-Professional Diploma in Computerised Accounting)

ACHIEVEMENTS

- Participated in 44th Inter School Junior Red cross Examination
- As a part of Rotary club in M.B.A Department
- As a part of Finance quiz, conducted in Xlencia management fest
- Co-ordinator of management fest(2018&2019)
- Conducted a project on the study of "Service Quality of Flipkart"

EXTRACURRICULAR ACTIVITIES

- District level winner of Kadhaprasamgam
- District level winner of Light Music
- State Level Winner of Thiruvathirakali

INTERNSHIPS

- Organisational Study at S.N.P Diary Milk Madurai,Tamilnadu
- Internship in Retail management at Bismi,Palarivattom
- Internships at Big-Bazar
- Internship at Reliance Trends

PERSONAL QUALITIES

- Leadership and Team building skill
- Talkative
- singing
- Good communication,
- Basic computer Knowlwdge
- Ability to manage work pressure

CAREER OBJECTIVE

A highly organised and hard working individual looking for a responsible position in a reputable organisation,To make use my interpersonal skills to achieve the goals of the company and also try to expand my Knowledge and skills.

PERSONAL DETAILS

Name :TREESA HELEN P.E
Date of Birth :25.04.1998
Father's Name :Ejidious P.M
Mother's Name :Mary Ejidious
Address :Panachickal House, Pipe line Road,Palluruthy,Cochin-682006
Language Known:Malayalam,English

DECLARATION

I here by declare that all the details provide above are true to the best of my knowledge and belief.

TREESA HELEN P.E