



JISHNU M P

RELATIONSHIP OFFICER

PERSONAL DETAILS

Mobile No +91 7907402476
Email ID jishnubalakrishnan18@gmail.com
Address Balajayam, Ambileri, Kandakkai (PO),
Mayyil, Kannur, Kerala 670602
Nationality Indian
D.O.B 18.01.2000
Gender Male
Marital Status Single

KEY SKILLS

Excellent Communication skill

Numerical skill

Customer Service

Team Management

Leadership

Target Driven

Quick Learner

Analytical Skill

COMPUTER PROFICIENCY

- MS Word
- MS Excel

CAREER SUMMERY

Experienced Relationship officer at HDB Financial Services, a vertical of HDFC Bank. My responsibility is to communicate with existing HDFC current account holders and convenience them to set QR code and do other banking activities like account opening, swiping machine, credit card etc. Now looking for a suitable position with an organization which offers genuine room for progression and where I can make a significant contribution

EDUCATION

2022	MBA In Marketing & Healthcare Management Kannur University
2020	BBA Kannur University - 64.15%
2017	Higher Secondary IMNS GHSS MAYYIL, Mayyil – 77%
2015	SSLC IMNSG GHSS MAYYIL, Mayyil – 89%

EXPERIENCE

- ❖ **Relationship Officer** **25.07.2022 – Present**
HDB FINANCIAL SERVICES - Taliparamba, Kerala
 - To provide digital payment solutions to existing HDFC account holders
 - Proactively identify sales prospects and conduct business development activities
 - Generate new customer leads through various channels.
 - Visit new and existing customers
 - Provide assistance
 - Convert inactive customers to activate
 - Help customers to get credit card, loans etc.
 - Provide timely assistance with the help of HDFC service team
 - Achieving the monthly sales targets, Cross sell assets and fee products.
 - Follow the various internal guidelines and procedures of the bank
 - Ensure customer satisfaction through regular engagement
 - Resolve customer queries/issues and facilitate customer service
 - Maintain periodic status reports, including daily activity report and calls/follow-ups

LANGUAGES

- English
- Malayalam

PASSPORT DETAILS

Passport No W1614406
Date of Expiry 28.06.2032

INTERNSHIP

- ❖ **01.05.2022** A study on Biomedical Waste management
09.06.2022 Star Care Hospital Calicut – Kozhikode, Kerala
- ❖ **17.08.2022** An Organizational Study
19.09.2022 Dhanalakshmi Hospital - Kannur, Kerala
- ❖ **08.02.2021** Marketing Campaign
14.02.2021 MILMA - Kannur, Kerala
- ❖ **00.08.2021** IFORTIS WORLD WIDE
00.10.2021 Online Course US Based

CERTIFICATIONS

- ❖ AWS Cloud Computing by AWS ACADEMY
- ❖ Digital Marketing Fundamentals by Google Digital Unlocked

ACADEMIC PROJECT

- ❖ A study on Biomedical Waste management at Star care Hospital Calicut

PRESENTATIONS

- ❖ Organizational study-Organizational Study on Dhanalakshmi Hospital Kannur

DECLARATION

I hereby declare that the above particulars of facts and information stated are true, correct and complete to the best of my belief and knowledge.

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