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ASFAK ANSARI

Career Objectives:

Looking for an Organization that can provide me with a challenging and stimulating career and the opportunity to expand and apply my knowledge and skills, which I have gained throughout my education and work experience.

Academic & Professional Credentials:

Sr. No.	Course	University/Board	Year	Percentage / Grade
1	S.S.C	GSEB Gandhinagar	March, 2005	52.86 %
2	H.S.C	GSHEB Gandhinagar	March, 2007	47.86%
3	T.Y.B.com	VNSGU Surat	March, 2012	42.89
4	Diploma In Hardware Computer Technology	Win Computer	August, 2007	A
5	Debt Recovery Agent Examination	Indian Institute of Banking & Finance	July, 2021	63 %

Computer Skills:

Sr.No.	Skill	Version
1	Ms Office	2003, 2007, open office etc.
3	Internet	Surfing, Google Chrome, IE7, Mozilla Firefox etc.
4	Diploma In Computer	Hardware & Networking

Professional Experience:

LATE SAMEER D. DESAI R. HINDI VIDHYALAY, MOGRAWADI

Near Gujarati Prathmik Shala,
Chhatariya, Mograwadi,
Valsad – 396001

Administrator – From Aug 2009 to June 2019

BALAJI SERVICES BEHALF OF HDFC BANK LTD

211, 2nd Floor, Trade Center,
Near Adina Palace Hotel, Station Road,
Valsad – 396001

Operation Executive & Manage Cash Handling etc. – From July 2019 to Regular

Present Skills & Key Attributes:

- In depth experience in role of Customer service executive and also as a Teller and retail branch banking.
- Dealing with walk-in customers and providing them assistance and pitching the products offered by the bank.
- The experience was full of learning, meeting new challenges and also solving in-depth queries of customers which helped me a lot in seasoning myself in terms of sales and marketing, back-office work, handling of cash transactions and meeting with customer requests.
- I also did out-bound calling of prospective customers.
- Ability to pick up new skills and knowledge quickly and blend with the dynamic environment.
- Effective communication and interpersonal skills.
- Have capability to meet pressure deadlines, flexible, Innovation, adaptable & motivated to work hard.
- Hold firm belief in the effectiveness of teamwork and have good interpersonal and leadership capabilities.
- Achieving reliable and promising result.

Personal Details:

Father's Name	:	Alamgir Asmahmad Ansari
Mother's Name	:	Jaibunnisha Ansari
Permanent Address	:	House No – 470, Sudhanagar, Behind Sahara Apartment, Police Head Quarter Road, Abrama, Valsad - 396 001. Gujarat, India
Date of Birth	:	7th May, 1990
Gender	:	Male
Language Known	:	Hindi, Gujarati, English
Nationality	:	Indian

Marital Status : Married

Declaration:

The information prescribed above is true to the best of my knowledge and can be verify whenever required.

Place : Valsad

You're Faithfully,

Date :

(Asfak A Ansari)