

SHOBA L BEVINAKATTI

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OBJECTIVE

Dedicative, theoretical experience is seeking for an organization where I can enhance my knowledge, skills and give my best to secure a challenging position in a reputable organization.

EDUCATION

Class	Educational Institution	Percentage
MBA (Finance and HR) (2020)	Global Business School, Hubli	7.13 CGPA
B.Com (2018)	J S S Banashankari Arts, Commerce and S K Gubbi Science College, Vidhyagiri, Dharwad	83.35%
PUC (Commerce) (2015)	S F S Comp. PU College, Sureban	83.33%
SSLC (2013)	S G A Girls high school (Kannada medium) Sureban	82.56%

COMPUTER LITERACY

Well versed with application of Windows XP, 7, 10, Tally ERP9, HTML, SPSS and Oracle.

CERTIFICATES

- Tally ERP 9 and GST certificate from COMP-TECH Dharwad.
- Internship certificate from Karvy Stock Broking, Dharwad.
- Karvy workshop certificate.
- NISM 5A - Mutual Fund Distributors Certificate.
- NISM Series VII – Securities Operations and Risk Management Certificate.
- IRDA's IC-38 certificate (Specified Person Certificate (Composite)).

ACHIEVEMENTS

- I was felicitated by my PU college and Belgaum District award ceremony, because, I got out of out in Accountancy (in 2nd PU).
- I was a part in the organizing committee of the Commerce Fest "Esperanza" in my B.Com life.
- I was a part in the finance committee of the management fest in MBA life.
- Participated and acted in an advertisement on Google pay app as academic project.

PROJECTS

- **Summer Internship Project (SIP):**

Project title: A Study on Volatility-Volume Relationship across Spot & Future Market Using VAR.

Company: Karvy Stock Broking Ltd., Dharwad (2 months)

- The study is done to check and know the volatility and correlation of the selected Single Stock Futures (SSF's) between spot price and future price.
- This study also concentrates on deriving the predictive equation for forecasting the price of SSF using VAR (Vector Auto Regression) model.

- **Major Concurrent Project (MCP):**

Project title: A Comprehensive Study on Stock Market with Reference to Nifty 100 Index.

Duration: 2 months

- The study is done to check and know the relationship of the selected stock's performance with Nifty 100 Index's performance.
- This study is emphasis on impact of the performance of selected stocks with Nifty Banking Index.
- This study also concentrates on influencing factors of selected stock's performance with their Nifty 100 Index.

EXPERIENCE

- Geojit Financial Services Ltd,

DESIGNATION: Business Support Executive (Dec 2021 to May 2023)

- Attend to telephone calls & reply to queries and explain about the company, its products & services to visitors.
- New client prospecting – Through cold-calling, appointments, reference etc.
- Provide financial advice to clients on different investment options like MF schemes, NFOs, IPOs etc and updates on market trends.
- Account opening and account keeping – Payin/Payouts, collection of AMC, debtors, branch expenses, and reconciliation.
- Maintain all documents and registers and handling routine administration functions.

- HSBC Electronic Data Processing India Pvt Ltd

DESIGNATION: Customer Service Executive (Account Processor) - WCAS (June 2023 to Present)

- Verifying the applications of Term Deposits and processing the applications.
- Supporting a number of different areas for GBM and CMB customers like Account opening, Account Servicing and Account Closing activities.
- Ensuring the quality work, which will not incur the financial loss.
- Working closely with business partners and transformation colleagues to improve the efficiency of processes in order to make banking faster and easier for customers.
- Reducing the total cost of operations and enhance the overall customer experience.

- Selected as trainee for TMD (Term Deposit) process.

- Being the face of the process, ensuring the quality of work, which will help to reduce financial loss.
- Got recognition from RMs (Relationship Manager) in company's recognition portal.
- Always will be there to help RMs with their urgent cases.

STRENGTHS

- Cooperative and initiative
- Good communication skill, presentation skill and hardworking
- Quick learner, ability to think positive and face challenges
- Would like to work effectively with team and independently
- Ready to take ownership

PERSONAL VITAE

- Name : Shoba L Bevinakatti
- Date of birth: 1st February 1997
- Hobbies: Singing, Composing Songs, Reading Books
- Language known: Kannada, English, Telugu, Hindi

DECLARATION

I hereby declare that all the information is true, complete and correct to the best of my knowledge and belief.

DATE

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PLACE

Hyderabad

YOUR'S TRULY

Shoba L Bevinakatti