

Raman Piyush

Deputy Manager

Personal Details

Address:

497/9 Ghuman Nagar,
Patiala 147001.

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Personal Data:

Date of Birth: 11th Apr,1989

Sex: Male

Marital Status: Unmarried

Objective

Looking for a challenging career which demands the best of my professional ability in terms of, technical and analytical skills, and helps me in broadening and enhancing my current skill and knowledge.

Key skills and areas of responsibility:

- ❖ Handle successfully all the task under taken and manage them well in time.
- ❖ Innovative thinking and creativity that gives broader perspective.
- ❖ Good in Interpersonal skills which help in forging new relationship in social and professional circles.
- ❖ Adaptability to the changes in the work and life, attitude to learn new things.

Professional Experience

Kotak Life Insurance

Deputy Manager

Jan'13 till Date

Span of control:

- ❖ Handling internal customer (Sales/Branch operations) queries.
- ❖ Generate & maintain MIS for performance & quality of resolutions.
- ❖ Training of Branch operations/Sales team for various Underwriting guidelines & Processes.
- ❖ Co-ordinate with various other Functions like Compliance, Legal, Policy Servicing & New Business for ETE resolution of queries.
- ❖ MIS – Prepare MIS and other updates on monthly basis
- ❖ Regular tracking of pending documents and ensuring complete conversion..
- ❖ Coordinating with Head Office for Day-to-Day projects and customers problem.
- ❖ To provide best possible solution for the customer issues
- ❖ Responsible for Heading Central Operations (new business processing, policy renewals), Branch Operations, Customer Service & Contact Centre functions within the organization
- ❖ Understand and ensure compliance with all relevant internal and external rules, regulations and procedures that apply to the conduct of the business

Professional Qualification

MBA with **Finance** as Major and Marketing as Minor from Chitkara University Chandigarh.

Interests

Internet Surfing

Reading

Chess

Running

Traits

Positive attitude, Ability to learn fast, Responsibility towards duties, Team player.

- Sound knowledge of insurance operations, customer service, branch operations.
- Overall department handling skills such as MIS, processes, people-management etc.

Career Achievements:

- ❖ Certificate of Excellence performance in “stale contest” on zonal level.
- ❖ Certificate of Excellence performance in “ECS contest” at HO level.

Summer Internship Experience

Organization : JP Group of Industries, Greater Noida

Designation : Management Trainee

Period : 6 weeks

Project Report : Yamuna expressway site project.

Educational Qualification

<u>LEVEL</u>	<u>YEAR</u>	<u>University</u>
MBA(Finance)	2012	Chitkara university
B.Com	2009	Punjabi University

Key Strengths

- Ability to make professional relationships
- Comprehensive problem solving ability
- Proficiency in MS Office and Finacle
- Ability to handle a wide variety of tasks

Declaration

I confirm that the information provided by me is true to the best of my knowledge and belief.

