

Jaspreet Kaur

Team Leader at Policy Bazaar.com

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ABOUT ME

Being highly motivated and reliable, I am currently looking for exciting role in finance and Experienced team lead with a demonstrated history of working in the insurance industry. Skilled in business development, Insurance, convincing people, business analysis, and team management.

EXPERIENCE

POLICYBAZAAR.COM

06/2017 – present

Team leader

Gurgaon

RESPONSIBILITIES

- Responsible for Team handling and motivating team members.
- Discover training needs and provide coaching for continuous improvement and develop a strategy to achieve Targets.
- Ensure employees meet established targets, sales quotas, and performance.
- Constant and regular review of processes and performance with focus on improving team competency / performance.
- Perform Workforce Management duties – schedule management, leave management, report management, compliance management and training.
- Control shrinkage, attrition and maintain discipline in the team.
- Communicates deadlines and sales goals to team members.
- Sharing process update with the team and publishing reports.
- Trains others in tool usage to implement process improvements to continuously improve safety, quality, productivity, and work environment.
- Assisting team member for timely completion of work assigned to them.
- Feedback to management on areas of concern and development.
- Provide feedback on products performance, customer perceptions & expectations.

EDUCATION QUALIFICATION

Qualification	Institution	Passing year
10 th	CBSE	2011
12 th	CBSE	2013
B.COM	PT. RAVISHANKAR SHUKLA UNIVERSITY, RAIPUR	2016
MBA	NMIMS, MUMBAI	PURSUING, (2020-2022)

SKILLS

- Excellent interpersonal and communication skills. Excellent ability to work well with and develop teams for team handling and motivating team.
- Good knowledge of MS Excel and system tools.
- Good planning, prioritizing and organization and multiple priority management Skills.
- Experience of mentoring others and team building.
- Responsible for compliance for all processes and policies and developing quality and productivity evaluations.
- Self-motivated, customer-focused, and having an excellent ability to work well with and develop teams and problem solving.
- Strong partnership with capacity planning and scheduling teams to ensure effective service level management/floor management.
- Can react quickly and confidently to urgent situations.
- Experience which demonstrates advanced problem solving, analytic capabilities, systems management, and the ability to work collaboratively in a cross functional team environment.
- Ability to communicate effectively and professionally in both local language and English.
- Good people and interpersonal skills to build effective relationships with all levels of professionals.

AWARDS AND ACHIEVEMENTS

Performer award in 2017 and 2018
Best SME award in April and May '2019
Appreciated by manager and AVP
Best performer award in 2019 and 2020

PERSONAL DETAILS

Name	Jaspreet Kaur
Father's Name	Chandra deep Singh
Date of Birth	10/07/1995
Gender	Female
Marital status	Unmarried
Religion	Sikh