

Shivangi Pandey

Assistant Manager

7084679439

shivangipandey242@gmail.com

■ ABOUT ME

Assistant Manager specializing in front end development. Monitor branch financial activities, performing audits, reviewing reports, and managing cash levels. Work to gain and retain customers by maintaining high standards of customer service.

■ SKILLS

- Operations management
- Time Management
- Analytical and problem-solving skills
- Customer Interaction
- MS Excel

■ LANGUAGES

- English
- Hindi

■ AWARD

- Winner of NRI Superstar Contest in ICICI Bank

■ WORK EXPERIENCE

11/2020 to
03/2021
(Gurugram)

ICICI Bank
Assistant Manager

- Handling branch operations which consist of account management, card processing, cash management, etc.
- Providing solutions to the customer with more than well-nigh satisfaction.
- Interfacing with clients for understanding their requirements and cultivating relations for customer retention and securing repeat business.

05/2020 to
06/2020
(New Delhi)

NJ Investment
Intern

- Performed analysis and study of Mutual Funds among Life Insurance Advisors.

■ EDUCATION

2020
Allahabad

MBA in Finance (Honors)
United Institute of Management
78%

2017
Allahabad

B.Com
University of Allahabad
75%

2015
Allahabad

12th
CBSE
89%

2013
Allahabad

10th
CBSE
65%