

RESUME

Name: RANJAN KUMAR SINGH

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Address: Jalpura Sadan, Bandhan-Tola, PO – ARA, PS - Nawada (Ara),

Dist - Bhojpur(Bihar), PIN - 802301.

OBJECTIVE

To secure a position in an organization where I can apply my communication, interpersonal and technical skills and be a part of the team to achieve the Organizational goals.

Personal Competencies:

- Ability to hard labour to achieve target
- Decision Making
- Adaptive nature
- Quick learner

EDUCATION DETAIL

Degree / Certificate	College/School	University/Board
MBA (2017 – 19) [Marketing]	FACULTY OF MANAGEMENT SCIENCE, V. K. S. UNIVERSITY, ARA	V. K. S. UNIVERSITY, ARA
BLIS (2016 – 17)	M.M.H.A&P UNIVERSITY, PATNA	M.M.H.A&P UNIVERSITY PATNA
BCA (2013-16)	M.M.H.A&P UNIVERSITY, PATNA	M.M.H.A&P UNIVERSITY PATNA
ISc. (2013)	K.S. COLLEGE , ARA	BSEB
X th (2011)	The Earth Public School Punpun, Patna	CBSE

WORK EXPERIENCE

Fino Payments Bank

Roles: CSO post

- **Responsibilities:** Responsible for CASA, Salary, account opening activities on the move

- Responsible for acquiring customers for both in-house and third party products such as mutual funds, current a/c savings a/c, insurance etc.
- Building a customer base in order to explore opportunities to cross sell/up sell FINO products as well as third party products
- Responsible for appointment of merchants as per the targets assigned
- Assisting customers for cash deposits and cash withdrawals
- Completing funds transfer requests such as transfers through RTGS, NEFT, IMPS, AEPS transaction Aadhaar seeding, E-statement and mobile alert registration.

Just Dial Limited

Role: Certified Internet

Consultant, in G12

Responsibilities:

- Meet commercial establishments those are located within the area allocated to him / her
- Send Key Parameter Monitor (KPM) report to the reporting managers on a daily basis.
- Submit the contracts to the office with proper documentation.
- Ensure that the contract cheque is cleared and the account of the client is activated within Justdial.
- Adhere to the compliance and policies set by the department.

COMPREHENSIVE SKILLS

- Microsoft Office Excel, Microsoft Office Word

HOBBIES

- Reading Books
- Watching news Channels

PERSONAL VITAE

Father's Name: Awadh Kishor Singh

Mother's Name: Manorma Singh

Nationality: Indian

Religion: Hindu

Date of Birth: 18 June 1994

Gender: Male

Languages: English, Hindi

Place – Ara

Mr.Ranjan Kumar Singh