

# SIMI AP

### **CONTACT**

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simimaniedp@gmail.com

#### **SKILLS**

- Salesforce CRM
- Foreign exchange consultation
- Teller training
- Banking
- Cross Selling
- Complaint management
- Branch Operation
- Cash handling and control
- Team player

LANGUAGES

English: C2

Proficient

Hindi: C2

Proficient

Malayalam: C2

Proficient

Detail-oriented professional with top skills in customer relations, problem-solving and recordkeeping. Talented in addressing different service and product problems with thorough and positive style. Ready to help with focus on finding creative solutions to conflicts and complaints.

#### **EXPERIENCE**

Aug 2021 to feb 2023

# **Teller or Banking Officer** *ESAF BANK* India Kerala

- Developing strong relationships with customers, understanding their travel money needs and suggesting required solutions.
- Handling worldwide money transactions through banks and also closely work with agencies like Western union, Ria Finance, Trans Fast, Etc.
- Help the international traveler and guide them with cash currency and travel card.
- Employed comprehensive benchmarks to establish and monitor customer service standards.
- Strengthened customer relationships and authored strategies to provide positive experience for customers.
- processed information with high level of accuracy to satisfy clients needs.
- Anticipated organizational, operational and process problems initiating improvements to address prevalent deficiencies.
- Ensuring profitability of foreign exchange bureau.
- Knowledge about the foreign exchange market.

Jan 2020 to July 2021

## HDFC LIFE INSURANCE Financial consultant India

- Assessment of client's current financial situation to determine them needs and goals for their retirement years
- Established and maintained a strong relationship with clients by them to stay for a financially stable retirement.
- Developed strategic seasonal and annual sales margin and turn plans in line with the company overall business strategy.

### **EDUCATION**

2018

Bachelor of commerce University of Calicut Kerala, India