



SUBHA KRISHNA

CONTACT

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Musaffah , Abu Dhabi

PERSONAL DETAILS

Date of Birth : 21-05-1995
Gender : Female
Nationality : Indian
Marital Status : Single
Passport No : X2847159
Passport Expiry : 30/01/2034
Visa Status : Visit Visa

SKILLS

- Communication and Management skills
- Leadership
- Project Management
- Problem Solving
- Adaptability
- Computer Skills (MS. Office, Data Entry)

LANGUAGES

- English
- Hindi
- Malayalam
- Tamil

PROFILE

With 8 years of experience in banking and financial services, supported by a post graduate degree in Commerce, I am adept at operational and customer service roles. My expertise in transaction management, compliance, and client relations is complemented by a strong commitment to driving efficiency and satisfaction. I eagerly seek to contribute my skills to your team and enhance client experiences.

WORK EXPERIENCE

SENIOR OPERATIONS EXECUTIVE (Bobby chemmannur group of companies Dec 2021 to Jun 2024)

(Spearheaded team management and operational excellence, Overseeing document verification, fund transactions, and customer service for optimal performance in the department at malankara multistate cooperative credit society (Bobby chemmannur group of companies))

OPERATIONS EXECUTIVE; (Chemmannur credits and Investments Ltd, May 2018-Dec 2021)

(Oversee customer service operation, ensuring timely resolution of inquiries and issues to maintain high level of customer satisfaction. Coordination with other departments such as Finance, Risk Management, and Compliance to ensure alignment of operational activities with overall company objectives.)

CUSTOMER SERVICE EXECUTIVE; (Wincoast finance and Investments, March 2016 to April 2018)

Efficiently managing customer interactions by addressing inquiries, resolving complaints, and maintaining detailed records to ensure effective issue resolution.

EDUCATIONAL QUALIFICATION

Bachelor of commerce ,
(Calicut University, India)

Master of commerce
Indira gandhi national open University, India (IGNOU)

Additional Qualification:

Post Graduate Diploma in International business operations
Indira Gandhi National open University, India

Advanced diploma in professional accounting
TCIL IT (Approved by central govt of India)