



MUHAMMED ALISH S F

WORK EXPERIENCE

Relationship Officer

Axis Bank / Dec 2019 - January 2022

- Lead the Retail lending and payments credit card ETB affluent Department
- Prepare and proactively execute sales plans by taking advantage of the marketing program
- Set appointments, carry out sales call visits, and prospecting and early engagement with customers
- Good knowledge of Investment Products and asset allocation
- Full knowledge of banking and investment account opening processes and requirements
- Ability to work as a team with local affiliated personnel to establish an effective acquisition channel

Accountant

We R Accountants and tax Practitioners, Attingal | May 2016 - Jan 2019

- Preparation and management of balance sheets and profit/loss statements
- Report on the company's financial health and liquidity
- Ensure timely bank payments
- Reconcile accounts payable and receivable
- Handle monthly, quarterly and annual closings
- Tracking payments to internal and external stakeholders

PREVIOUS EDUCATION

Mahatma Gandhi University, Kottayam

Bachelors of Business Administration

- Attended Since April 2013-2016
- Qualified and placed in C Grade
- Core course being Business Administration
- Complimentary courses being Business Mathematics & Statistics

Sreenikethan Central School Chathanoor, Kollam

Central Board of Secondary Education

- Specialisation in Commerce
- Secured First Class in the All India Senior School Certificate Examination

PERSONAL BACKGROUND

A highly motivated professional with a total experience of 4.7 years who aims to build a long term career with a progressive organization in which I can explore my technical skills and experience to enhance my own productivity at the same time achieving organization objectives and goals with the attribute of time, quality, effort, safety and discipline.

COMPUTER PROFICIENCY

- M.S Office
- Tally.ERP9
- Adobe PageMaker
- Peachtree
- Quickbooks

ACHIEVEMENTS

- Achieved the monthly targets several times and been congratulated by the superiors
- Achieved assigned Client acquisition goals
- Maintained 100% response rate for a month
- Promoted new products and services launched by the company and improved revenue per customer

HIGHLIGHTS

- Extensive experience in customer service and sales
- Sound knowledge of bank products and services (Consumer and Business)
- Strong time-management and organizational skills
- Effective interpersonal sales and service skills
- Excellent verbal and written communication skills, customer negotiations skills
- Outstanding ability to read financial statements, bank statements

CONTACT

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PROJECT

Company name: Veekay Tea Company (P) Ltd

The project was based on the study of overall organization by collecting datas from all the departments

- To find the out the trends and cost reduction and cost controlling techniques.
- Effective measures to reduce cost and wastage, thus increasing productivity.
- Better wastage disposal.

PERSONAL DETAILS

Father's Name : Shanavas Khan
Date of Birth : 03-12-1993
Gender : Male
Blood Group : B +ve
Address : Thangal house
Karamcode P.O
Chathanoor
Kollam - 691579
Visa Status : Valid UAE Visa
Languages Known : English,Malayalam,Hindi

DECLARATION

I hereby solemnly do affirm that the particulars furnished above are true to the best of my knowledge and belief.