

AI SWARYA AV

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CAREER OBJECTIVE

To seek an opportunity to initiate my career esteemed organization where I can utilize my interpersonal and leadership skills leading to the mutual benefit of the organization as well as oneself

SKILLS SUMMARY

- Actively listening
- Good communication
- Management skill
- Book -keeping skill
- Time managing ability
- Problem solving
- Emotional intelligence

ROLES

- Completed Excel Skill for Business Essential from “MACQUARIE UNIVERSITY” through Coursera.
- Completed Accounting Tally with GST from “Kerala State Rural Womens Electronics Industrial Co-operative Federation Limited”.

PROFESSIONAL EXPOSURE

COMPANY NAME: TENHARD INDIA PVT LTD

Job Role: Marketing & Sales Intern

- Performing Competitive Analysis Marketing Analysis
- Strong desire to Learn Marketing Strategies & Industry Practices

ACADEMIC QUALIFICATION

Saintgits Institute of Management

MBA (Marketing & HR) 20-22

Vigyaan College of Applied Science

BBA, 2016-2018

GOVT Tamil School Chalai School

Higher Secondary, Home Science, 2014-16

Fort Girls Mission High School

Kerala Board of Examination ,2014

COMPUTER KNOWLEDGE




- Well knowing in MS office (Excel, Word, PowerPoint) and internet service.
- Well knowing on Accounting Tally with GST

- Completed MS office and Internet Service from “Kerala State Rural Women’s Electronics Industrial Co-operative Federation Limited”.

PARTICIPATIONS

- Actively coordinated the webinar ISTD Women in Learning Leadership.
- participated in the matching uniform of hero campus challenge season 6.
- participated in the marketing game Inflore event for the international management fest at Rajagiri business school.
- participated in shikhara 2021 hr game conducted by the group of educational institution.

LANGUAGES

English	
Malayalam	
Hindi	

ACHIEVEMENTS & AWARDS

- South Education Sub District Science Fair Competition event for working model achieved C graded [2015].
- Won 2nd prize in the Inter School Quiz competition by Lakshya [2016].

WORK HISTORY

As AM II (CRM) at ICICI Bank

(2022 - 2023)

- Effectively managed corporate client’s portfolio and offered financial advice regarding investments and savings and provide advice on different bank products.
- Assisted 300 mapped customers with setting up or closing accounts, completing loan applications and signing up for new services.
- Handling daily reconciliation of payments as well as maintaining incoming and outgoing of cash records
- Schedule and coordinate meetings.
- Conduct employee performance reviews.
- Dealing with queries on the phone and by email.

PROJECT WORKS

1. A study on labour welfare measures of khadi and village industries – UG BBA PROJECT
 - To encourage and promote research in technology used in KVI & promote the sales and marketing of khadi or products of KVI and handicrafts.
 - To promote and encourage cooperative efforts.
2. A study on customer satisfaction and revisit intention with special reference to domino’s pizza - PG MBA PROJECT
 - To study the level of satisfaction and revisit intention the respondents towards fast food.
 - Identified the dependent and independent variables.