



ANISH BALACHANDRAN

➤ PROFILE

Results-oriented and experienced professional with a strong background in branch operations, financial accounting, and managerial roles. Proven track record of effectively managing teams, driving operational efficiency, and achieving sales targets. Skilled in financial analysis, budgeting, and reporting, with a keen eye for detail and accuracy. Proficient in utilizing accounting software systems and computer applications for streamlined operations. Excellent communication and interpersonal skills, enabling the development of strong relationships with clients and team members. A proactive leader who excels in fast-paced environments, adapting quickly to changes and driving organizational growth.

➤ OBJECTIVE

Results-oriented professional with extensive experience in branch operations, financial accounting, and managerial roles. Seeking a challenging position in a reputed organization where I can utilize my skills in operations management, financial analysis, and team leadership to drive efficiency and contribute to organizational growth.

➤ EXPERIENCE

Assistant Manager-Operations (Branch Operation Manager), ESAF BANK, 30-01-2023 - Present

Oversee and manage branch operations, including customer service, account management, and team coordination.

Implement process improvements to enhance operational efficiency and ensure regulatory compliance.

Develop and maintain strong relationships with clients, addressing their concerns and resolving any escalated issues.

Monitor and analyze branch performance metrics, identify areas for improvement, and implement corrective actions.

Train and mentor staff members, providing guidance on banking procedures and ensuring high-quality service delivery.

Collaborate with cross-functional teams to develop and implement new products and services.

Branch Manager, HAMDAN EXCHANGE. LLC, Oman, 06-11-2014 - 19-07-2022
Led the overall operations of the branch, including sales, customer service, and staff management.

Successfully achieved branch sales targets through strategic planning and effective team leadership.

Implemented customer-centric strategies to enhance customer satisfaction and loyalty. Developed and executed marketing campaigns to attract new customers and expand the customer base.

Monitored financial performance, prepared reports, and presented findings to senior management.

Ensured compliance with regulatory requirements and implemented internal control measures.

System Analyst/Accountant, Chinmaya Mission Educational & Cultural Trust, Palakkad, 01-10-2011 - 30-09-2014

Conducted financial analysis, budgeting, and reporting activities for the organization. Managed accounting operations, including accounts payable and receivable, payroll, and taxation.

Assisted in the implementation of accounting software systems, providing training and support to staff members.

Prepared financial statements and reports, ensuring accuracy and compliance with accounting standards.

➤ EDUCATION

Bachelor of Commerce (B.Com), University of Calicut, 2012 (50%)

Plus Two (Commerce), Board of Examination Kerala, 2009 (59%)

S.S.L.C, Board of Examination Kerala, 2007 (74%)

➤ CONTACT ME

Full Name: Anish Balachandran

Contact Number: +91-9947302504 (India)

Email: anishbala1992@gmail.com

Address: Chandrodayam, Thekkumuri,

Kalleppully (P.O), Palakkad - 678005,

Kerala, India

Date of Birth: 25-02-1992

Nationality: Indian

Languages: English, Malayalam, Hindi,

Tamil, Arabic

➤ SKILLS

Operations Management

Financial Analysis

Team Leadership

Customer Service

Account Management

Process Improvement

Regulatory Compliance

Sales Target Achievement

Staff Management

Marketing Campaign Development

Budgeting and Reporting

Accounts Payable and Receivable

Payroll Management

Taxation

Accounting Software Proficiency

(Tally ERP, Peachtree, etc.)

MS Office Suite (Word, Excel,

PowerPoint)

Strong Communication Skills

Problem Solving

Attention to Detail

Adaptability

➤ CERTIFICATION

Diploma in Computerised Financial Accounting: Tally ERP, Peachtree, Tata Ex, Dac Easy, MS Office, May 2013

Certificate in Graphical Designing and Animation, January 2011

Computer Basics, June 2007