

RESUME

USHA PRASAD KOMMIREDDY

Sharjah – U.A.E

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BUSINESS DEVELOPMENT OFFICER/SALES OFFICER

Profile:

B.Com (Finance) Graduate with more than 6 years of experience in United Arab Emirates Retail banking Service sector and have ability to handle and resolve customer grievances and requests.

Energetic and goal oriented with a genuine passion for service strategy and well-rounded background in supporting a progressive organization in optimizing performance and revenue growth.

CORE COMPETENCIES

- Highly skilled in creating supporting business solutions, developing high-levels of business growth, and facilitating effective sales strategies to impact bottom-line
- Proven ability to effectively handle multi-task levels of management responsibility with minimal direction from superiors while supervising personnel, providing team leadership, motivation and development
- Solid communication, interpersonal, time management, analytical, organizational and leadership skills
- Go-getter attitude with an ability to easily grasp new ideas, concepts, methods and sales techniques

PROFESSIONAL PROFILE

Since Jun 2019 to Dec 2019 – Noor Bank as Senior Sales Officer for Credit Cards

Key Deliverables:

- Tracking and updating the customers on timely hours.
- Co-ordination with liability department, operation team & arranging document verification.
- Preparing papers for presentations and attending sales meetings.
- Monitoring the trend of the products and preparing the monthly sales reports.
- Develop new business prospects through cold calling.
- Understanding customer's need, comparing competitor's product, recommend suitable product, convince and close sales.
- Documentation, verification, follow-up with credit department for clarifications and approvals, bring together the entire department till the customers need is accomplished

Since May 2015 to Mar 2019 – Commercial Bank International as Senior Customer service for Credit Cards

Key Deliverables:

- Tracking and updating the customers on timely hours.
- Co-ordination with liability department, operation team & arranging document verification.

- Preparing papers for presentations and attending sales meetings.
- Monitoring the trend of the products and preparing the monthly sales reports.
- Develop new business prospects through cold calling.
- Understanding customer's need, comparing competitor's product, recommend suitable product, convince and close sales.
- Documentation, verification, follow-up with credit department for clarifications and approvals, bring together the entire department till the customers need is accomplished

Since Feb 2014 to March 2015 - Dubai First as Relationship Officer for Credit Cards

Key Deliverables:

- Develop new business prospects through cold calling
- Tracking and updating the customers on timely hours.
- Co-ordination with liability department, operation team & arranging document verification.
- Preparing papers for presentations and attending sales meetings.

EDUCATION

- B.COM with finance with 60% gain obtained
- Senior secondary school certificate, National Institute of Open Schooling board with 59% gain obtained

TECHNICAL

- Internet
- Microsoft Office

TRAININGS/WORKSHOPS

- Anti-money laundering, Account operations Middle East.
- Strikers Program for personal loans & credit cards
- International sales technique

PERSONAL DETAILS

Date of Birth : 02-12-1990
 Current Address : Flat no:508, Tariq Abudi Apartments, Abu Tina, Sharjah.
 Permanent Address : Flat no:508, Tariq Abudi Apartments, Abu Tina, Sharjah.
 Nationality : Indian
 Marital Status : Single
 Passport Number : Z1991970
 Languages Known : English, Telugu & Hindi

I hereby declare that the above-furnished details are true and correct to the best of my knowledge and belief.

Place: Sharjah

Sincerely