

# Banking Resume

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**Your Name**

**Mobile no:**

**Email-ID**



## **Career Objective:**

An experienced and well maintained professional having ample amount of knowledge in banking sector and seeking an opportunity in the organization to use my skills and be able to contribute to the firm for which I am working. I will put my best effort to learn the company's policies and make better decisions in the favour of the company.

## **Experience:**

### **Assistant Manager**

#### **The Public National bank, India.**

- Managed branch operations and day to day activities like handling of vault operations.
- Guiding of new employees in defining the work environment.
- Handled selling and buying of the policies of the companies.

## **Educational Qualification:**

- MBA, Institute of National Banking
- BSC in Commerce with 83%.
- SSC from DSF College with 82%

## **Key Skills & Strengths:**

- Good analytical and planning skills
- Good Accuracy and attention to details.
- Excellent problem analysis.
- Excellent judgment according to the situation.

## **Technical Skills:**

- Proficient in working on MS office
- Good Typing Skills

**Personal Details:**

Father's Name:

Mother's Name:

Date of Birth:

Gender:

Marital Status:

Nationality: Indian

**Declaration:**

I do hereby declare that the above information is true to the best of my knowledge. Finally, I request the concerned authorities to provide me a chance, so that I can prove the best of myself. I shall ever be thankful and grateful to you.

**(Signature)**