

## Curriculum Vitae

**VARUN JHA**

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**Current Location: Bhopal**

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Respected Sir/Madam,

I came to know about the post vacant in your firm and as I am interested for the particular job, I am submitting my resume and I also declare that all the information provided in the resume is true to the best of my knowledge and any action can be taken if I found to be guilty. I would request you to give me a chance to work with your institution. Please find below my detail resume for your kind perusal.

### WORK EXPERIENCE

*Kotak mahindra prime ltd.since 23 oct 23 to 2 Aug 25 as a Deputy manager (used car)*

#### Accountabilities

- Team handling and DSA meetings
- RCU and RTO all remarks check and forward.
- Branch visit for new occupancy of used cars.
- Building and maintaining profitable relationships with key DSA.
- Monitor team performance and report on metrics
- Generate Car Loan leads from open market and through different channels.
- Create a health and motivating work environment and atmosphere

*Gaadi Web Pvt Ltd Since Sep 21 to Oct 23 As a Business Manager (used car)*

Accountabilities: -

- ☐ Set clear team goals and KPIs.
- ☐ Building and maintaining profitable relationships with key DSA.
- ☐ Meeting DSA's, verify documents, process file, co-ordinate with bank for sanction / disbursement of loan, personalized service to clients.
- ☐ Increased the company's client portfolio, through aggressive marketing and business development activities.
- ☐ We have achieve every month target as per company demand.
- ☐ Team handling&Managing DSA meetings.

*SBI Card & Payment Service LTD Since Oct 20 to Jan'21 As a SALES MANAGER*

**Accountabilities: -**

- ☐ To generate credit card business through FOS Channel in open market.
- ☐ Achieve New Account Volume for the shop
- ☐ Identify&execute on strategies to achieve planned targets
- ☐ Identify business opportunities in Open Retail in various locations and build consensus within sales team to execute on them.
- ☐ Track performance as per targets and ensure achievement of Op plan&quality parameters. -Track Application from end to end from dispatch till decisioning.
- ☐ Location sourcing mix to be altered as per organizational requirement.
- ☐ Track headcount and hire NFTE as per location business requirement.

*Since Oct 2018 to June 2020 with IDFC FIRST BANK LTD As a TEAM LEADER (Used car)*

**Accountabilities: -**

- ☐ Set clear team goals and KPIs.
- ☐ Oversee day-to-day teams' operation and performance
- ☐ Communicate with teams about their performance
- ☐ Create a health and motivating work environment and atmosphere
- ☐ Monitor team performance and report on metrics
- ☐ Listen to team members' feedback and resolve any issues or conflicts
- ☐ Delegate tasks and set project deadlines

*Since Feb 2015 to Oct 2018 Worked with TATA CAPITAL FINANCIAL SERVICES LTD As a Customer Relationship executive (used car).*

**Accountabilities: -**

- ☐ Building and maintaining profitable relationships with key customers.
- ☐ Resolving customer complaints quickly and efficiently.
- ☐ Keeping customers updated on the latest products in order to increase sales.
- ☐ Understanding key customer individual needs and addressing these.
- ☐ Generate Car Loan leads from open market and through different channels.
- ☐ Meeting clients, verify documents, process file, co-ordinate for sanction / disbursement of loan, personalized service to clients.

Since May 2014 to Feb 2015 With TATA MOTORS FINANCE LTD As a BDM Executive from.

**Accountabilities: -**

- ☐ Generate Car Loan leads from open market and through different channels.
- ☐ Develop and maintain relationship with clients for repeat business and referral/s
- ☐ Implement and develop sales activities to achieve target.
- ☐ Arrange loan events.
- ☐ Handle product queries and service issues.
- ☐ Meeting clients, verify documents, process file, co-ordinate for sanction / disbursement of loan, personalized service to clients.
- ☐ Ensure the achievement of given business target.

Since Sep 2012 to Mar 2014 With ALEXCY MERCNTILE PVT LTD {Sony, Whirpool, Hitachi, Bajaj appliances} as a sales marketing electronics product.

**Accountabilities: -**

- ☐ Conduct market research to identify selling possibilities and evaluate customer needs
- ☐ Set up meetings with potential clients and listen to their wishes and concerns
- ☐ Create frequent reviews and reports with sales and financial data
- ☐ Participate on behalf of the company in exhibitions or conferences
- ☐ Negotiate/close deals and handle complaints or objections

Since May 2008 to Aug 2012 With LG Electronics India Pvt Ltd as a Sales executive from.

**Accountabilities: -**

- ☐ Conduct market research to identify selling possibilities and evaluate customer needs
- ☐ Set up meetings with potential clients and listen to their wishes and concerns
- ☐ Create frequent reviews and reports with sales and financial data
- ☐ Participate on behalf of the company in exhibitions or conferences

- ☐ Negotiate/close deals and handle complaints or objections.

**QUALIFICATION HIGHLIGHTS:**

Institution/Board/Uni.	Course Name	Year
EASTERN INSTITUTE for integrated learning in management SIKKIM university	Bachelor of Commerce	2013 FINAL YEAR PASSED

**ACHIVEMENTS:**

- Achieved the team leader position of highest volume working period in IDFC First Bank Ltd.
- Achieved the Deputy manager position of working period in Kotak Mahindra Prime Ltd.

**PERSONAL SKILLS:**

- Always interested to interact with new people.
- Ability to work independent and think analytically.
- Commitment towards learning new things.

**PERSONAL PROFILE:**

- **Date of Birth** – 26 JUNE 1988
- **Marital status** – Married
- **Nationality** – Indian
- **Languages known** – English and Hindi
- **Father’s Name** – Mr. R.N JHA
- **Resi Address** – Hig 101 block A Girnar hills amraward khurd Bhopal(MP)

Date:- ...../...../.....

Yours truly,

Varun Jha