



SETHU RAJ R

BUSINESS DEVELOPMENT
EXECUTIVE

📍 Dubai

✉️ sethurajasekran@gmail.com

🌐 @sethurajasekran

☎️ 0589422665

CAREER OBJECTIVE

To utilize my technical skills for achieving the target and developing the best performance in the organization. I would like to implement my innovative ideas, skills and creativity for accomplishing the projects

SKILLS

Project Management

Business Analysis

Financial Analysis

Financial Management

Financial Report

Team Leadership

WORK EXPERIENCE

BUSINESS DEVELOPMENT EXECUTIVE

AYE FINANCE PVT LTD

Feb 2021 - Dec 2021

- Providing members with information concerning credit union products and services.
- Reviewing and analyzing loan documentation to determine ratios, credit acceptability, and assesses loan product alternatives in making recommendations for loan decisions.
- Accountable for securing all loan documentation and disbursing loans to members.
- Determining eligibility for membership, opens and closes all types of loan accounts and updates member account information as needed.
- Balancing cash drawer, daily transactions and assists with the closing of branch vault.
- Managing multi-line phone systems and responses to many member calls daily.
- Assisting other department personnel and performing other duties as assigned.

HDB FINANCIAL SERVICES

Jan 2020 - Sep 2020

- Exerting my energy to diligently keep providing great customer service and finance consultant habits from previous opportunities
- Filing and completing all paperwork through Microsoft office, excel and company program
- Identifying customer financial needs and recommend products that will maximize their portfolio.
- Formulating and communicating new ideas and suggestions that improved profitability and efficiency for the overall operation.
- Resolved customer issues through direct personal actions in a timely manner.

OTHER SKILLS

Problem Solving
Interpersonal
Facilitator
Creativity
Motivator
Quickly Decisioning

INTEREST

Playing volleyball
Swimming

Declaration

I, SETHU RAJ, hereby declare that the above information is true and correct to the best of my knowledge and belief

EDUCATIONAL HISTORY

- **Masters in Business Administration**
(HR & FINANCE)

PSN College of Engineering & Technology
ANNA UNIVERSITY Jul 2019 -Jun 2021

- **Bachelor in Aeronautical Engineering**

PSN College of Engineering & Technology
ANNA UNIVERSITY July 2015 -Jun 2019

COURSES

- DEEP -Certfication in RETAIL BANKING from DIKSHA ACADEMY for Banking and Finance-July2019
- CCAM-Certification of Computerized Accounting Management -July2014

ACHIEVEMENTS

- I have represented tamilnadu volleyball team in national championship games in the year 2019
- Continuously five times winners in Anna university volleyball tournaments

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