

# ANAND M S



## Contact Information

- 📍 Al Karama, Dubai, UAE
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## Skills

- Good communication skills, able To Converse clearly with other Team Members.
- Cash handling experience
- Proactive team member and able Multi-task
- Friendly and positive attitude
- Ability to make change
- Attention to detail

## Personal Details

- Nationality : Indian
- Gender : Male
- Marital Status : Married
- Language known: English  
Hindi, Malayalam & Tamil

## Passport & visa details

- Passport no : X6427718
- Date Of Issue : 16/02/2023
- Date Of Expiry : 15/02/2033
- Visa Status : Residence visa

## Computer skills

- MS Office & Internet Operations
- DTP English
- Medical transcription

## **SUMMARY**

A Self-motivated person with a positive attitude towards accepting career development challenges and takes initiative to be a good and flexible team Player, also like to be a part of reputed corporate that offers a chance to exercise my skills and professional growth with the growth with the growth of the company.

## **WORK EXPERIENCE**

- ❖ Currently Working with Markai commercial brokers as a Relationship officers, since Jan 2024 to Till date.
- ❖ Worked with Finserv IND as a Credit and Operation Manager, Since Oct 2021 to June 2023
- ❖ Worked with Bajaj Housing Finance Ltd as a Credit and Operation Assistant Manager, Since Sep 2015 to Aug 2021
- ❖ Developing and sustaining long-lasting relationships with customers.
  - Screening, recruiting, and training sales employees.
  - Calling potential customers to explain company products and encourage purchases.
  - Answering customers' questions and escalating complex issues to the relevant departments as needed.
  - Developing in-depth knowledge of company products.
  - Maintaining an accurate record of all sales, scheduled customer appointments, and customer complaints.
  - Informing product developers of possible product improvements and changes to ensure that company products meet current market needs.
  - Preparing cost-benefit analyses for prospective and existing customers to determine the most suitable purchase options.

## **PREVIOUS WORK EXPERIENCE**

- ❖ Worked with Indiabulls Housing Finance Ltd as an Operation Officer, India Since July 2014 to Sep 2015
- ❖ Worked with Axis Securities as an Operation Executive, India Since Sep 2013 to June 2014
- ❖ Worked with Q Hotels Norton Park as a Banquet Porter /Room Attender, Winchester, U. K Since Oct 2010 to Oct 2011

## **EDUCATIONAL QUALIFICATION**

- ✓ Bachelor of Commerce.
- ✓ Diploma in Hotel management

## **DECLARATION**

I hereby declare that the particulars furnished above are true to the Best of my Knowledge and belief.

ANAND M S