



VIKAS SWAMINATHAN

ASSISTANT MANAGER



CONTACT



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Current Location

Al Karama , Dubai



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Visa Status : Visit visa



SKILLS

- Excellent Communication
- Interpersonal skills
- problem solving
- Customer Service Excellence
- Team Leadership
- Analytical skills
- Risk Mitigation
- Sales & Marketing Strategies
- Financial Management
- Regulatory Compliance
- Staff Training & Development
- Loan Processing Expertise
- Cross-selling Initiatives
- Performance Evaluation
- Relationship Building
- Client Retention Strategies
- Reporting & Analysis
- Productivity Enhancement
- Decision-making Abilities
- Policy Implementation



JOB PROFILE

Dedicated and results-driven Assistant Manager with over two years of experience in banking operations and a solid foundation in financial management and customer service. Possessing an MBA and a proven track record in strategic planning, team leadership, and relationship building, I am eager to leverage my skills and experience in a dynamic organization. Committed to driving excellence and achieving organizational goals, I seek a challenging role that offers opportunities for growth and development in the financial sector.



EDUCATION



MASTER OF BUSINESS ADMINISTRATION IN FINANCE AND MARKETING

University of Calicut
2022



BACHELOR OF BUSINESS ADMINISTRATION IN FINANCE

University of Calicut
2020



WORK EXPERIENCE

ASSISTANT MANAGER

ICICI BANK | KERALA , INDIA
FROM FEBRUARY 2022 TO MAY 2024

- Oversee all aspects of financial operations, including month-end processes
- Assist in developing and implementing customer service strategies
- Contribute to the implementation of risk management policies and procedures.
- Participate in cross-functional teams to improve operational efficiency.
- Assist in the planning and execution of marketing campaigns and promotions.
- Analyze financial data and prepare reports for management review.
- Monitor operational performance metrics and identify areas for improvement.
- Led a team and consistently delivered timely Management Information System (MIS) reports
- Ensure compliance with regulatory requirements and internal policies
- Analyze performance metrics to identify trends and opportunities for improvement.
- Demonstrated commitment to delivering exceptional service quality
- Provide leadership and guidance to branch staff in the absence of the area operation manager.
- Assist in the evaluation of loan applications and creditworthiness assessments



COMPUTER SKILLS

- MS Word
- MS Excel



LANGUAGE

English	Fluent
Tamil	Fluent
Malayalam	Fluent



PERSONAL DETAILS

- Nationality : Indian
- Marital Status : Single
- Date of Birth : 08/06/1999
- Passport No. : X6461799
- Passport Expiry : 02/03/2033



DECLARATION

I hereby declare that the above mentioned statement is correct and true to the best of my knowledge and belief.

VIKAS SWAMINATHAN