



DEEPA. U

Career Objective

To make a Positive contribution as a part of your dynamic and well-reputed organization in a position where my management, decision making, and communication skills will be appreciated and enhanced.

- Very energetic result oriented and organized
- Extremely hardworking self-motivated
- Positive attitude and strong sense of responsibility
- able to work independently in a team environment under supervision

Work Experience

- Worked as a **TELE MARKETING OFFICER(TMO)** with **HDB FINANCIAL SERVICES LTD** since **30th Sep 2021 to 1st Nov 2022.**
- Worked as a **SALES EXECUTIVE** with **HDFC CREDIT CARDS (HBL GLOBAL PVT LTD)** in **Kerala, India** since **2013 to 2016.**
- Worked as a **SALES OFFICER** in **SLI DEPARTMENT** with **HDFCBANK LTD** in **Kerala, India** since **2018 to 2020.**

KEY SKILLS

- Customer service
- Attention to detail
- General math skills
- Verbal communication
- Integrity
- Selling to customer needs
- People skills
- Financial skills
- Financial software
- Thoroughness
- Documentation skills

Educational Background & Qualification

- SSLC (10TH passed) in Board of Kerala – India (2007)
- Higher Secondary School Certificate (12th Passed) in Board of Kerala – India (2009)
- BSC Botany from Christian College Kattakada in University of Kerala – India (2012)
- Ms Office (Word, Excel and PowerPoint)

Declaration

I hereby declare that the above information are true and correct according to the best of my knowledge & My Experience. If selected I assure that I would perform to the best of my abilities, early awaiting a Positive response.

DEEPA U

Contact

Phone:

+91-9645314025

Email:

deepadevu123@gmail.com

Personal Information

Full Name : DEEPA U

Date of Birth : 15-05-1992

Nationality : India

Gender : Female

Religion : Hindu

Marital status: Married

Languages Known

→ English

→ Hindi

→ Malayalam

Passport No - Y6804887
Date Of Expiry- 07/07/2033

No. G NQ 453033

GENERAL EDUCATION DEPARTMENT
SECONDARY SCHOOL LEAVING CERTIFICATE
(Issued under the Authority of Government of Kerala)

GOVERNMENT OF KERALA

SECONDARY SCHOOL LEAVING CERTIFICATE EXAMINATION
Name : DEEPA. U.
Register Number : 112351 Month & Year March 2007 No. of Chances : 1
This is to certify that the candidate herein has appeared for the SSLC Examination and secured the following Grades

Subject	Grade	Grade in words
First Language Paper - I (.....Malayalam.....)	A+	A Plus
First Language Paper - II (.....Malayalam.....)	A+	A Plus
English	A	A Only
Hindi	A+	A Plus
Social Science	B	B Only
Physics	B	B Only
Chemistry	C+	C Plus
Biology	B	B Only
Mathematics	B+	B Plus
Information Technology	A	A Only

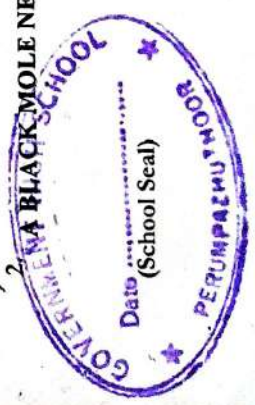


Name of School
GOVT. H S PERUMPAZHUTHOOR, PERUMPAZHUTHOOR P O
Admission No. 16862

- Name : DEEPA. U.
- Name in Regional Language : ദീപ. യു.
- Sex : FEMALE
- Date of Birth (in figures) : 15/05/1992
(in words) : FIFTEENTH MAY NINETEEN NINETY TWO
- Religion and Caste, if any : HINDU, NADAR
- Place of Birth : VETTAMANGALAM
- Nationality : INDIAN
- Name of Father/Guardian : SOMAN. B.
- Name of Mother : USHA. K.
- Home Address : MOOLAYIL VEEDU, VETTAMANGALAM, RUSSELPURAM. P.O.

11. Identification Marks

1. A BLACK MOLE ABOVE THE RIGHT WRIST
2. A BLACK MOLE NEAR THE RIGHT EAR



Name & Signature of the Head of the Institution with Date
V. S. PERUMPAZHUTHOOR
15/05/2007



Eligible for Higher Studies

(i) Minimum eligibility for higher study is D+ Grade for each Paper

GRADE RANGE

A+ 90% and above	Outstanding	B 60 - 69	Good	D+ 30 - 39	Marginal
A 80 - 89	Excellent	C+ 50 - 59	Above Average	D 20 - 29	Need Improvement
B+ 70 - 79	Very Good	C 40 - 49	Average	E Below 20	Need Improvement

K. SASIDHARAN
SECRETARY
Board of Public Examinations, Kerala



FACULTY OF SCIENCE

The Senate of the University of Kerala hereby makes known that **Deepa, U.** has been admitted to the Degree of Bachelor of Science, she having been certified by duly appointed examiners to be qualified to receive the same, and having been by them placed after passing the prescribed examinations, in the **Third** Class in Part I - English, in the **Second** Class in Part II - Second Language (**Hindi**) and in the **First** Class in Part III - Optional Subjects (**Botany** Main **Chemistry** and **Zoology** Subsidiaries) in **April 2011** , **April 2011** and **April 2012** respectively.

Given under the seal of the University

University Buildings

Thiruvananthapuram January 25, 2014



Vice Chancellor

0313593



GOVERNMENT OF KERALA
BOARD OF HIGHER SECONDARY EXAMINATION
HIGHER SECONDARY EXAMINATION (CLASS XII)

No. HSE A270744

CERTIFICATERegister
Number**5026035**This is to certify that Mr / Ms **DEEPA .U**

appeared for the

HIGHER SECONDARY EXAMINATION (SCIENCE**GROUP) held in MARCH 2009**He / She is **ELIGIBLE** for higher studies.

The Scores and Grades obtained by the Candidate are shown below :

SUBJECTS	SCORES								Grade Obtained	Grade in Words
	CE		PE		TE		TOTAL			
	Score Obtained	Max. Score	Score Obtained	Max. Score	Score Obtained	Max. Score	Score Obtained	Max. Score		
PART I ENGLISH	19	20			51	80	70	100	B+	B plus
PART II HINDI	20	20			79	80	99	100	A+	A plus
PART III (Optionals) PHYSICS	20	20	19	20	20	60	59	100	C+	C plus
 CHEMISTRY	20	20	20	20	26	60	66	100	B	B only
 BIOLOGY <div>Botany</div> <div>Zoology</div>	10 10	10 10	10 10	10 10	15 21	30 30	76	100	B+	B plus
 MATHEMATICS	20	20			31	80	51	100	C+	C plus

Eligibility for Higher Studies : D+ or above for all subjects



Place : Thiruvananthapuram

Date : 12/05/2009

SECRETARY
 Board of Higher Secondary Examinations,
 Government of Kerala.

Register No. 47361

33504



INFORMATION TECHNOLOGY EDUCATION COUNCIL

(Under TCLES & CSR Act XII of 1955 as II of 1967 GOVERNMENT OF KERALA) REGD.NO. 891
THIRUVANANTHAPURAM

Certificate

This is to certify that

Mr/Ms. DEEPA U has

successfully completed the course in

CERTIFICATE IN MS OFFICE

conducted by Information Technology Education Council,
Thiruvananthapuram from MARCH 2009 to AUGUST 2009.
He/She has scored..... A Grade, in the examination
held in AUGUST 2009 given under the seal of the
Information Technology Education Council.

Marks	80% & above	60%-79%	50%-59%
Grade	A+	A	B



Thiruvananthapuram

Date : 15 - 10 - 2009

[Signature]
Course Coordinator

[Signature]
Chairman



HDFC Bank Limited,
Human Resources Divisions
HDFC Bank House, 2nd Floor,
Senapati Bapat Marg,
Lower Parel, Mumbai 400013
Tel: 66521000
Fax: 24904016
CIN: L65920MH1994PLC080618

January 14, 2021

Relieving Cum Experience Letter

Deepa U
Emp Code : 204528
Neyyattinkara

Dear Deepa U,

This is with reference to your Resignation dated December 01, 2020

Your resignation has been accepted with regret and you are relieved from the services of the Bank with effect from the close of business hours on December 30, 2020

We confirm that you were employee with Bank from December 03, 2018 to December 30, 2020 and your designation at the time of leaving was Outreach Officer.

We wish you the very best in your future career.

Yours truly,

For HDFC Bank Limited

Since the Letter is generated online, hence Signature not required

HDB Financial Services Limited
2nd Floor, Wilson House,
Old Nagardas Road,
Near Amboli Subway,
Andheri (East), Mumbai – 400069.
Tel. : 022 - 6250 9000
Email : hdb.hrcompliance@hdbfs.com
Web : www.hdbfs.com
CIN - U65993GJ2007PLC051028

Ref:HDBFS/HRD/RL/117610

December 05, 2022

Emp No. : HF088791
Name : DEEPA U
Vertical : Sales Finance
City : Trivandrum
Branch : Sreekaryam

Dear **DEEPA**,

Re : Relieving Letter cum Certificate of Employment

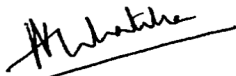
This is to inform you that your resignation from the services of the Company has been accepted. You have been relieved from your current role as **Telemarketing Officer** with effect from the close of business hours on **November 01, 2022**.

We further confirm that you were employed with the Company from **September 30, 2021** to **November 01, 2022**.

We wish you the very best in your future endeavors.

Yours sincerely,

for **HDB Financial Services Limited**



Ashish Ghatnekar
Head - Human Resources & Operations