

# VINEESH M V

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## JOB OBJECTIVE

A career in any suitable position in Finance/ Operations/Accounts/ Administration that allows me to utilize my 9+ years corporate work experience, knowledge and qualification for the organization's growth and profitability to maintain its vision and mission.

## ACADEMIC QUALIFICATION

- Bachelor of Economics | 2005  
*University of Calicut, Kerala, India*
- Higher secondary from Kerala board examination | 2002  
*M.I.H.S.S Ponnani, Kerala, India*

## EMPLOYMENT HISTORY

- ✓ Branch Operations Manager | 04/2022- 05/2024  
*Radhakrishna Finance Pvt Ltd, Guruvayur, Kerala, India*
- ✓ Assistant manager | 02/2021 – 02/ 2022  
*MBN Nidhi Pvt Ltd, Ponnani, Kerala, India*
- ✓ Senior Customer Relationship Executive | 02/2020-01/2021  
*MCK GROUP Thrissur, Kerala, India*
- ✓ Office Clerk | 06/2008-08/2019  
*KSEB Government of Kerala, India*
- ✓ Relationship officer | 02/2008-06/2008  
*Muthoot Securities Pvt Ltd, Ernakulum Kerala, India*
- ✓ Teller (Cashier) | 01/2007-01/2008  
*Manappuram Finance Pvt Ltd, Kerala, India*

## IT SKILLS

- ICrats , ignosi, safe nbfc Accounting Softwares
- MS Office
- Leadership & Organization Skills.

## KEY RESPONSIBILITY

- Administration and efficient daily operation of a full service branch office, including operations, lending, product sales, customer service, and security in accordance with the company's objectives.
- Bank reconciliation statement (Banking) & Inventory control with branches account.
- Building and maintaining positive relationships with customers.
- Maintain files and records so they remain updated and easily accessible.
- Handle cash, credit, or check transactions with customers

## PERSONAL DETAILS

Passport No	:	Y2558007
Date of Birth	:	28/07/1984
Nationality	:	Indian
Marital Status	:	Married
Languages Knows	:	English, Malayalam, Tamil, Hindi

## REFERENCE :

GANESH KUMAR | **REGIONAL MANAGER** – RADHAKRISHNA FINANCE PVT LTD  
RAM MOHAN | **SUPERINTENDENT** – KSEB