



VYSAKH PRAKASAN

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PROFILE SUMMARY

Has an extensive experience of 10 years in multi-cultural environments and MBA in Marketing and HR, with determination & positive thinking and seeking a challenging career position where unique blend of my talents can be effectively utilized by a company offering long-term opportunities for professional growth in recognition of my prior experience & analytical skills, dedication and superior performance.

CORE COMPETENCIES

- Banking Sales & Operation
- Inventory Management
- Insurance and investment
- Administration
- Leadership
- Human Resource
- Purchasing
- Hospitality
- Business Development
- Forex
- Marketing and Sales

TECHNICAL EXPERTISE

- Tally ERP 9
- SCM [ERP – Supply Chain Mgt]
- Sun Systems [ERP – Hotels]
- Marvel
- Infonet

PERSONAL DETAILS

Age and DOB : 32, 10th Jan 1991
Nationality : Indian
Marital Status : Married
Languages : English and Hindi
Passport No : B6401872



WORK EXPERIENCE

Relationship Manager

CSB BANK LTD

Jan 2023 to Feb 2024

- Banking service.
- HNI, NRE, RI Specialized .
- Corporate banking Specialized .
- Forex Banking Services.
- Investment and Portfolio management.
- Net banking Internet banking Management.
- POS , QR Code Installation , KYC Management.

Senior Agency Manager

ICICI Prudential Life Insurance Company Limited

Jan 2021 to Jan 2023

- Create and modify procedures and documents related to policies.
- Assist in claims management.
- Identify and analyze risks associated with policies.
- Achieve target budgets.
- Minimize risk of financial loss.
- Direct information for claimants.
- Preside over claims investigations.

Receiving Officer and Inventory Controller

Store Keeper cum Receiving clerk & Purchasing Manager Reliever

Corniche Hotel, Abu Dhabi UAE (Hospitality)

Jan 2019 to Jan 2021

- Handling of Purchase Orders to ensure that copies of all approved and currently valid Purchase Orders.
- Purchasing Manager Reliever.
- Store Keeper.
- Receiving Clerk.
- Suppliers Business Meeting and Analysis market.

Business Development Executive /

Area Manager Banking Channel

UAE Exchange, Kerala IND (NBFC)

Jan 2016 to Dec 2018

- Handling independent counter of Cash and Foreign currency.
- Report day to day transaction.
- Filing and recording for Internal auditing, Audit complaints checking.
- Maintaining Day book, Cheque records, Cash books etc.
- Knowing Rate-Quoting and sending Swift transfers.

Administrative Manager

ARC Food Products, Kerala IND (FMCG)

Jul 2014 to Nov 2015

- Sets policies and procedures for training, coaching, counselling, and career development for staff.
- Initiates and coordinates goals, deadlines, and projects.

Accounts Associate

PR Associates, Kerala IND (Accounting Company)

April 2013 to May 2014

- Responsible for accounts payable activities for multiple entities.
- Responsible for entering invoices into the payments system, accurate general ledger coding, ensuring invoices are routed for approval and processing payments once approved.



ACADEMIC QUALIFICATIONS



2013 – 2015 **MBA** in Marketing and Human Resource
University of Kerala

2010 – 2013 Bachelor of Commerce (**B.com**) with Taxation
University of Kerala



CERTIFICATE

Essential Food Safety Training Certificate (EFST)
Abu Dhabi Food Control Authority
Certification Reference no: (E201907-3007)
Validity to: 27/07/2024

REFERENCE

- Gokuldas (Br Manager CSB BANK LTD)
Mobile : +91 9995414012
- Dr Jubi R (Principal of MIIT Ayoor, Kollam)
Mobile : +91 9447472428
- Pranav (Accounts Payable Supervisor cum
General Cashier Corniche Hotel Abudhabi)
Mobile : +971564419313

I hereby declare that all the information contained in this resume is in accordance with facts or truths to my knowledge.