

MOHINI VISHWAKARMA

Anand nagar ,Bhopal M.P

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Objective :

To work as a Facilitator to fulfill Service Requirements of citizens with Government, to help in Implement, Enhance and Ensure Timely Good Governance Regime and use Citizen centric approach ,so as to facilitate upto last mile beneficiary of the governance.

I Aspire to work in Public Policy Domain ,wherein framing of new Public Policy ,Analysis of existing ones , evaluating ,elucidating and finally implementing them via enactment is done.

Also Grievance Redressal Adherence with utmost priority is served.

I would be fortunate to use my Technical skills, Banking skills, and Administrative skills; as now I find Teleology of my life to facilitate Citizens in Congruence and Collaboration with Government of India and Government of Madhya Pradesh.

Personal Skills & Achievements:

- **From August-2024 to 2026,**
Enrolled ONLINE LEARNER OF Advanced Data Science AI & ML ,from Bangalore based learning platform.
- **June-2024- Update**
Cracked Admissions offer letter in ISDM(INDIAN SCHOOL OF DEVELOPMENT MANAGEMENT,NCR,New Delhi) June 2024
- **March -2024 -Update** , *Served Guest lecture for PACS Employees on VISION, MISSION & IMPORTANT PROVISIONS of MADHYA PRADESH COOPERATIVES POLICY 2023(at MADHYA PRADESH STATE COOPERATIVE UNION LIMITED)*
- **Qualified UGC NET (ASSISTANT- PROFESSOR), DEC 2023.**
- *Wrote MPPSC- MAINS Examination , Currently Pursuing Insights of Political Science for further Academics progression*
- *Cracked an Offer of Admission in Indian School of Public Policy (ISPP) April, 2023,New Delhi Capital Region, Haus khas.*

- *Successfully completed Master's in Public Administration (IGNOU) and Aspiring PhD in the Discipline soon.*
- *Cracked Letter of Appointment in Several Reputed Private Banks for several Managerial Posts (ICICI Bank , AXIS Bank , INDUSIND Bank).*
- *Received Certificate of Excellence from Economic Times in PGDBM.*
- *Good communication skills with the ability to accomplish tasks within deadlines and TAT.*
- *Quick learner, extremely goal-oriented, innovative and can adapt easily to new Environment.*
- *Strong interpersonal skills to perform as a team member.*
- *A Resourceful Team Leader to complete projects within stringent timelines.*

Experiential Exposure :

1. INDUSIND BANK (SEPT 2018-OCT 2018)

- Designated as BUSINESS DEVELOPMENT MANAGER(Emerging Corporates).*

2. IDFC Bank (January 2018- May 2018)

- Worked as a Senior Officer at Bhopal Branch.*
- Job Involves Client Acquisition & after A/C service request handling.*
- Being the very first Resource , worked as a coordinator for deliverables at branch during initial phase of branch opening effectively .*
- Appreciated by RH for managing the work alone for branch set up on site.*
- Thus acted as a Branch Admin as well as Sales Spokesperson.*

3. Janalakshmi Financial Services Ltd Bank (April 2016 - Oct 2017) (JANA SMALL FINANCE BANK)

- Worked as a confirmed Customer Relationship Executive for upcoming ,Jana Small Finance Bank,Bhopal Branch,Pilot Employees Slot.*
- Worked successfully as Branch Admin Operations also Client Acquisition ,Client Servicing , Client Retention all under Retail Liability Banking during Bank transformation phase.*
- Performed Banking Simulation under Bank Transformation Phase.*
- Got opportunity to work under Credit and Recovery Dept under Asset vertical during Demonetization .*
- Received Recognition from ZH for giving all round performance during debt recovery(All buckets (B0-B7)*
- Ranked No. 1 Recovery Agent for month Sept - Oct 2017 via Teleperformance.*

- *It is a Micro Finance Institution ,got licensed as a Jana Small Finance Bank.*

Academic Qualifications :

<i>Certificate /Degree</i>	<i>College / University Name</i>	<i>Year of Passing</i>	<i>%age / CGPA</i>
<i>UGC-NET QUALIFIED ASSISTANT PROFESSOR</i>	<i>UGC NET NTA</i>	<i>DEC-2023</i>	<i>178/300</i>
<i>MASTERS OF PUBLIC ADMINISTRATION</i>	<i>IGNOU, BHOPAL CENTER</i>	<i>DEC 2020</i>	<i>FIRST CLASS DEGREE</i>
<i>PGDBM</i>	<i>Times Pro, Indore (M.P.)</i>	<i>2016</i>	<i>79.68%</i>
<i>BE(CS)</i>	<i>Oriental College Of Technology, Bhopal (M.P.)</i>	<i>2014</i>	<i>7.96(CGPA)</i>
<i>12th</i>	<i>St Francis Convent Hr SecSchool, Raisen (M.P.)</i>	<i>2010</i>	<i>86.8%</i>
<i>10th</i>	<i>St Francis Convent Hr SecSchool, Raisen (M.P.)</i>	<i>2008</i>	<i>93%</i>

Banking Exposure & Tools Used :

- *Branch Operations Admin*
- *Sales & Relationship Management*
- *Personal -Banking, MSME SECTOR, Other Financial Inclusion sectors*
- *Business-Banking*
- *NRI-Banking.*
- *Wealth Management & Financial Planning,*
- *CRM app tool, Oracle Flexcube, finacle and related Core Banking Solutions.*

CERTIFICATIONS:

- *NISM MUTUAL FUND DISTRIBUTERS CERTIFICATIONS – 65%*
- *NCFM NSDL CERTIFICATION –84.5%*
- *NCFM WEALTH MANAGEMENT MODULE – 60%*
- *ET FINPRO CERTIFIED BANKER – 79.68%*
- *FINANCIAL MODELLING EY INITIATIVE OR NSDM CERTIFICATION*

Extra-curricular Activities & Hobbies:

HOBBIES-

- *Discovered hobby of JOURNALING thoughts and Events during Preparation .*
- *Doing Dialectics with people to understand their belief.*

EXTRA-CIRRICULARS-

- *Received CERTIFICATE OF EXCELLENCE in PGDBM.*
- *Participated in Debate & speech competitions.*
- *Attended seminars on various technical & non technical topics .*
- *Worked as a coordinator in various college events.*
- *Participated in events like Badminton & many more.*
- *Got meritorious scholarship in 10th standard of Rs 5000/-*

Place: Bhopal

Date:

(Mohini Vishwakarma)