



SOUMYA DEB

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SUMMARY

Highly-motivated employee with desire to take on new challenges. Quick learner with strong work ethic, adaptability and exceptional interpersonal skills. Skilled in financial analysis, risk assessment, client relationship building and regulatory framework.

EXPERIENCE

RELATIONSHIP MANAGER, BUSINESS LOAN GROUP, 08/2023 - Current

HDFC Bank, Kolkata, India

- Managed daily operations including scheduling appointments, coordinating meetings and preparing agendas.
- Conducted regular client meetings to assess progress, discuss opportunities for growth, and address any concerns.
- Completing sanction documents, doing basic CIBIL and KYC related checks and preparing appraisal note for credit appraisal.
- Post disbursement continuous monitored performance of each loan portfolio to ensure timely payments were being made by customers.
- Identified areas of risk exposure and implemented controls to minimize losses due to fraud.
- Maintained accurate records of all client interactions within the company's CRM system.

MARKETING INTERN, 06/2022 - 07/2022

Arvind Fashions Ltd, Kolkata, India

- Researched competitors' marketing strategies and tactics.
- Conducted market research to identify target markets and develop effective campaigns.
- Compiled data on customer demographics, preferences, needs, and buying habits.
- Conducted customer surveys to gather feedback about products and services.

SKILLS

- Portfolio Management
- Sanctions Screening
- Risk rating
- Multitasking
- Financial Product Knowledge
- Regulatory Reporting
- Correspondent Banking Risk
- Risk Assessment
- Problem Solving
- Transaction Monitoring

EDUCATION AND TRAINING

EIILM, Kolkata, 06/2023

MBA: Marketing Management And Research

Kalipada Ghosh Tarai Mahavidyalaya, Siliguri, 2021

B.com Honors: Accounting

LANGUAGES

English: First Language

Bengali:

B2

Hindi:

B2

Upper Intermediate (B2)

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