Leonard Medline

#22, Sector-3, New Delhi

E *Mail Id-myemail@gmail.com*

***Tel No. 0008881212***

**Date of Birth**: 28th November, 1994

**Work Experience**

**HDB Financial Services**

**Designation – Relationship Manager (Worked from September 18 – Present)**

Job Profile – **Mutual Funds**

Advising Customer’s on their Investment Needs and guide them to invest

Through online portal

Maintain the portfolio of the clients.

Follow up with the existing clients through emails and phone calls.

# ICICI Bank Ltd

# Designation – Relationship Manager (August 16 –August 18)

**Job Profile -** **Mutual Funds department**

Help clients with reaching Investment decisions according to their needs.

Create an Investment Portfolio and track it regularly.

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To Do Corporate Tie-ups.

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**HDFC Bank Ltd.**

**Designation: Relationship Executive**

**Duration: Since October 1st 2015 – July 2016**

# Job Profile: Mutual Funds (Managing Individuals Distributor’s channel of Brokers.)

Meeting Brokers, Agents maintaining a good relationship and Generating Business through them.

Doing a joint Event with Distributors, Agents and creating leads for the same

**Educational Qualification**

Bachelor of Arts from Delhi University with 1st class in 2011.

**Additional Qualification**

Diploma in Sales & Marketing Management **(D.S.M.M)** from Miranda College

**Language Known**

English, Hindi and German.

**(LEONARD MEDLINE)**