

Manpreet Soni

Branch Manager (Retail Lending)

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Summary

I have more than 7 years of experience in the field of banking. Before that, I have completed project and management trainee with the organisations like iGate Patni Computer System and Capgemini India Pvt. Ltd. I have the skills like **risk management**, making appropriate strategies, **leadership** etc. which is quite helpful to get positioned for upper-level management.

Work experience

Branch Head November 2017 - Present

HDFC LTD

- Responsible to handle a team of nine people
- Hit the targets of Rs.700 crores in a year
- To handle and manage the loan book retention
- Providing training to Mumbai region offices on various home loan related parameters

Deputy Manager August 2014 - October 2015

HDFC LTD

- Handling the branch functions and activities
- Responsible for floor management
- Relationship management with developers
- Providing training at the Tool box on latest modules, policies initiated by the company

Internship

Management Trainee

Capgemini India Pvt. Ltd.

Roles & Responsibilities

- Responsible to handle the demand management and account intelligence processes in central sales
- Responsible to research on captive centers for business development of Central Sales
- Exposure to use different databases like One Source for generating leads

Project Trainee

iGate Patni Computer System

Roles & Responsibilities

- Responsible for development of Knowledge Management Help desk using Microsoft SharePoint Office Server 2007
- Actively involved in the merger process of the KM portal of iGATE and Patni Computers

Key Strength

- Learn how to perceive employees' most profitable methods for working
- Be transparent
- Stay agile
- Learn how to appoint
- Learn how to deal with conflict successfully

Skills

Software Proficiency



Having adequate knowledge about the software like MS office System, One Source and Qlikview.

Team Management



Having the skills required for managing a team such as problem solving, leadership, making strategies, organisational awareness, communication, time management etc.

Leadership



Poses leadership qualities i.e. confidence, focus, honesty, positivity, decisiveness and inspire.



Professional Projects Undertaken

Projects undertaken being a Branch Manager at HDFC LTD:

- Acting as a coordinator for Mumbai region with IT-USG Operations for different ideas and suggestions
- Coordinate with the accounts team for multiple purposes related to loan accounting of customers
- Providing training sessions across the country on customer service
- Presenting ideas to improve the disbursement process to Members of Executive Management after coordinating with All India Business Heads
- Responsible to handle the activities and processes of disbursement making and disbursement cancellation
- Represent Mumbai team with IT Usg department for Auto Make disbursements, EFT Disbursement

Projects handled while working with HFDC LTD as Deputy Manager:

- Refining the E-mails for HDFC Ltd employees
- Introducing Online Applications for HDFC Ltd--HDFC Ltd
- Improving release of documents procedure including Manual procedure of Release of documents converted to technology based

Education

MBA (Technology Management & Finance) 2011 - 2013

NMIMS University

During this course, I come to learn about the management concepts, organisational behaviour, management accounting, legal aspect of business, how to manage production and organisational behaviour, financial management, quality management, business research methods, applied operation research, strategic management etc.

B.Tech (Computer Science) 2008 - 2011

NMIMS University

Attain the abilities to gain computing and mathematics knowledge, to analyze the problem defining appropriate solutions, develop the abilities to design, implement and evaluate computer-based system, component, process or program to accomplish the needs etc.

Project Details:

- Worked on a research paper on Data Hiding in Gray Scale Images using Pixel Value Differencing.
- Coauthored by: Prof. Rahul Samant.
- Published in 3 major international journals: ACM, IJCA, and Springer

Achievements

- One of the youngest Branch Manager in HDFC Ltd.
- Awarded with **University Gold Medal** for securing first rank.
- Secured **first rank for the Technical Internship Project and Management Internship project** respectively during the college.
- Professional Member, Association of Computing Machinery, USA from 2011 to 2013.
- University Placement Coordinator during 2011-2013
- Participated in **Zonal Level Chess Competition** (2005-2006) in the under 14 category organized by CBSE.