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# ABHISHEK RANJAN

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New Delhi, 110046 | 8789605231 | ronyabhishek01@gmail.com

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## Summary

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Experienced and results-driven Senior Process Associate with over 2 years in the insurance industry, adept at streamlining operations, managing complex policy, and ensuring compliance with regulatory standards. Proven track record in enhancing process efficiency and delivering exceptional customer service. Seeking to leverage my expertise in process optimization, policy administration, and team leadership to contribute to the success and growth of Genpact. Dedicated to continuous improvement and excellence in a dynamic and challenging work environment.

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## Experience

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**Senior Process Associate** **09/2022 to 07/2024**  
**GENPACT** **Noida, India**

- Worked as a Senior Process Associate with extensive knowledge in insurance and Policy Management.
- Handling Policies for US, Canada and Australian region
- Connecting to clients on regular basis
- Performing quality audit for them on regular basis
- Updating the SOP for the process quarterly
- Always in top 3 in regards of performance
- Received awards for accuracy and performance in Q2 2023.

**Relationship Manager** **07/2022 to 09/2022**  
**SBI General Insurance** **Gurugram, India**

- Working as a Relationship Manager, looking after branch
- Handling 8 SBI branches across Gurgaon
- Sourcing GI products such as Motor, Health and other group insurance products.

**Portfolio Manager** **04/2019 to 04/2020**  
**The LearnEarn** **Patna, India**

- Make strategy for stock market investment
  - Manage Clint Demat account and invest their money in stocks market.
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## Skills

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- Written and verbal communication
  - Technical knowledge
  - Multitasking
  - Relationship Management
  - Policy influencing
  - Influencing business growth
  - Policy development
  - Business process management
  - Risk Management
  - Data analysis
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## Accomplishments

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- Participated as student coordinator LNMI workshop on android with java programming.
- Participated as student coordinator LAAP organized Alumni Meet in LNMI.
- Participated in Seminar on SEBI - ROLE IN BUSINESS DEVELOPMENT.
- Summer Internship in Unacademy as sales person for 3 month.
- Summer Internship as digital marketing intern for 2 month.
- Work as Portfolio Manager (2019-2020) Make strategy for stock market investment. Manage Clint Demat account and invest their money in stocks market.

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### Education

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**MBA: Marketing/Logistic & Supply Chain Management**

Graphic Era University

**2022**

Dehradun

**B.B.A.: Finance**

L. N. Mishra Institute Of Economic Development And

**2019**

Patna

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### Languages

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**English, Hindi:** First Language

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### Hobbies and interests

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- -Communicating with people
- Travelling & Exploring new places
- Latest gadgets
- Listening Podcast
- Bike Riding