

RESUME

P.KISHORE KUMAR,
S/O: P.SANKARA RAO,
D.NO: 9-55/A,
S.KOTA,
VIZIANAGRAM -535145 .

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CAREER OBJECTIVE

"To secure a challenging position in a reputable organization where I can utilize my skills, contribute to the company's success, and grow professionally."

EDUCATIONAL PROFILE

- **Advanced Diploma in Fire & Industrial Safety Management**
Awarded by: National Skill Development for Vocational Education (NSDVE), Govt. of India
Training Centre: Safety Axis – Institute of Fire and Industrial Safety
Duration: 10th July 2023 – 30th June 2024.
Completed one-year training covering fire prevention, safety regulations, risk management, and industrial safety protocols.
- Achieved **First Division in Theory and Distinction in Practicals.**
- Gained expertise in workplace safety, fire protection systems, and emergency response planning.

Bachelor of Commerce (B.Com)

Ragavendra Degree College, Vizianagaram – Andhra University
2022

- Studied core subjects including Accounting, Business Management, and Economics.
- Developed strong knowledge of financial management and business operations.

ITI – Electrician

Bhavani ITI College, S.Kota – NCVT Certified
2016

- Completed practical training in electrical installation, wiring, and maintenance.
- Gained exposure to electrical safety practices and troubleshooting methods.

Secondary School Certificate (SSC)

Ramakrishna Model High School, S.Kota – Andhra Pradesh State Board
2014

INTERNSHIP

Jindal Stainless (Hisar) Limited – *Apprentice Electrician, Electrical Department*
Mar 2017 – Mar 2018

- Assisted in installation, maintenance, and repair of electrical systems across the plant.
- Gained hands-on experience with industrial wiring, motors, and control panels.
- Supported preventive maintenance activities to ensure uninterrupted operations.
- Learned safety standards and electrical compliance procedures in a large-scale industrial environment.
- Worked with senior engineers to troubleshoot and resolve electrical faults efficiently.

COMPUTERS SKILLS

- **Productivity Tools:** Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) for documentation, reporting, and presentations.
- **Data Handling:** Skilled in Microsoft Excel.
- **Typing Skills:** Accurate and efficient typing speed, enabling quick documentation and data entry.

STRENGTHS

- **Positive Attitude & Adaptability:** Ability to quickly adjust to new environments, teams, and challenges.
- **Time Management:** Skilled at prioritizing tasks and meeting deadlines consistently.
- **Communication & Interpersonal Skills:** Able to build strong customer relationships and work effectively in teams.
- **Problem-Solving:** Practical approach to resolving issues in sales and customer service roles.
- **Learning Agility:** Willingness to learn new skills and adapt to changing business needs.

ACHIEVEMENTS

Exemption of Wireman Examination – Certificate of Competency

Issued by: A.P. Electrical Licensing Board, Government of Andhra Pradesh

Place: Guntur

Date: 24th January 2020

- Awarded exemption from Wireman Examination after qualifying ITI (Electrician) and gaining relevant practical experience.
- Certified as competent under APEL Regulation 1987 (Regulation 28).
- Eligible for Wireman permit (Enclosed Permit Book No: 0-123592).

Power Medicine & First Aid Certificate

Issued by: St. John Ambulance Association – Directorate of Medical & Health Services

Campus, Hyderabad

Training Centre: Vizag

Date of Training: 16th August 2019

- Successfully completed specialized training in **Power Medicine and First Aid**.
- Trained in handling medical emergencies, administering first aid, and providing immediate support in workplace or industrial accidents.
- Consistently achieved and exceeded monthly sales targets in **Axis Bank Credit Card** and **IKF Home Finance** roles.
- Recognized as a **top-performing sales officer** during probation at Krazybee Services Pvt. Ltd.
- Successfully handled customer acquisition and relationship management, improving **customer satisfaction and retention rates**.
- Completed **one-year apprenticeship at Jindal Stainless Ltd.**, gaining valuable industrial experience in electrical systems.

EXPERIENCE

Krazybee Services Pvt. Ltd. – Senior Sales Officer

Apr 2025 – Present

- Handling loan products and customer onboarding.
- Consistently achieved monthly sales targets.
- Trained junior team members on sales techniques.

IKF Home Finance Ltd. – Relationship Officer

Aug 2024 – Apr 2025

- Managed customer acquisition for home loan products.
- Built and maintained client relationships, improving customer retention.

PERSONAL PROFILE

- **Name:** P. Kishore Kumar
- **Date of Birth:** 13-02-1999
- **Languages Known:** Telugu, English
- **Nationality:** Indian
- **Location:** Vizianagaram, Andhra Pradesh

DECLARATION

I hereby declare that the above mentioned particulars are true to the best of my knowledge and belief.

Place: VIZIANAGRAM
Date:

(P.KISHORE KUMAR)

