



Gaurav Khurana

Chartered Accountant

Sr Credit Manager with experience more than 7 years in Banking Industry

✉ gauravkhuranafca@gmail.com

📍 Flat 103, Tower7, Vipul Garden Dharuhera, Rewari, India

📞 9034310407

🌐 [linkedin.com/in/gaurav-khurana-67734665](https://www.linkedin.com/in/gaurav-khurana-67734665)

WORK EXPERIENCE

Sr. Credit Manager HDFC BANK

09/2015 - Present

Bhiwadi Rajasthan

Achievements/Tasks

- Credit Assessment/Underwriting of Business Loan/SEP Proposal for SME Clients
- Review and approving CAM proposal as appraised to me by team
- Delinquency & Portfolio monitoring for underwritten cases
- Handling of Credit Manager, CPAs and mentoring them to extract quality in their output
- Vendor Training/Vendor Management/Branch Visits & Training
- Files & Records Updating as per ISO Process / Audit Activities

Partner (Practicing CA) GNK & Associates, FRN 024778N

05/2012 - 08/2015

Hisar & Bhiwani

Chartered Accountant Firm

Achievements/Tasks

- Filing of Tax returns under Direct Tax & Indirect Tax Laws
- Finalization of Annual financial statements as per provision of Company Act/Accounting Standards
- Project Reports, CMA-CRA Preparation, Project Finance Consultancy
- ROC Compliance, Internal Audit, Statutory Audit & Bank Audit.

EDUCATION

Chartered Accountancy The Institute of Chartered Accountants of India

04/2007 - 11/2011

Courses

- CA qualified in Jan 2012

SKILLS

Credit Appraisal & Underwriting

Financial Analyst

Training & Vendor Management

MS Office/MIS

Corporate Law & Compliance

HONOR AWARDS

Star of PAR Award

HDFC BANK

- Got Star of PAR Award (for having Error free processing in complete financial year)

Silver Star Award

HDFC BANK

- Got Silver Star Award thrice for quality portfolio, error free processing and caught Fraud/Forged documents and saved Bank money from Fraud

LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

Punjabi

Limited Working Proficiency

INTERESTS

Yoga

Meditation

Cricket

Travelling