Saranraj R

Email: rsaran_1989@yahoo.in　　　　　　**Mobile: 9840232974**

Work Experience (Jan 2007 to Till Date)

Organisation: Cholamandalam Investment and Finance Company Ltd | **Title:** Senior Executive

Area of Work: Operations-Vehicle Finance, Trade Advance, Vishesh, Data Analyst, Co lending, Tester.

Work Description: Process monitoring and management with production planning and Dealer Related Entries , New Product tester

Responsibilities:

Vehicle Finance:

- ✓ Handling Commercial and Vehicle Finance Disbursement Team.
- ✓ Analyzing the Data Quality of the file
- ✓ Making entries related to customer and loan details into database using FINNONE software.
- ✓ Data analysis and retrieval through queries on database
- ✓ Planning and Tracking Productivity report to publish daily basis
- ✓ Swapping resources to ensure that all functions are in control
- ✓ Verification of all documents such as MMR/DC/P. Invoice/Rate ,credit approvals/HP endorsement and etc.,
- ✓ To ensure that all upload (RTGS/CHQ WRITING/TT) are happening in time only
- ✓ MIS preparation and Analysis then revert to Audit Compliance mails
- ✓

Trade Advance:

- ✓ Generating the delivery order by using the App ID generated in system. Updated manually in excel & adjusting the amount in dealer SOA
- ✓ Clarifications, Updation, Issues, Escalations raised by the branch ops team
- ✓ Verifying the dealer transactions & releasing the payment to dealer as per the request received from the dealer by getting the relevant docs
- ✓ Tallying a GL data with the Finance team

Vishesh:

- ✓ Planning New Initiatives & Requirement to IT team to improve Card Business
- ✓ MIS preparation and Analysis then revert to Audit Compliance mails
- ✓ Card Swipe Reconciliation
- ✓ Analysis Failure Transaction
- ✓ Prepare Delinquent Data
- ✓ Card Inventory Management

Data Analyst:

- ✓ Interpret data, analyze results using statistical techniques and provide ongoing reports
- ✓ Acquire data from primary or secondary data sources and maintain databases/data systems
- ✓ Identify, analyze, and interpret trends or patterns in complex data sets
- ✓ Work with management to prioritize business and information needs
- ✓ Locate and define new process improvement opportunities

Product Tester :

- ✓ Knowledge of testing methodologies and software development;
- ✓ Develop test strategies, master test plans and test cases Analyze test results
- ✓ Record test progress and results
- ✓ Research and analyze product features being tested
- ✓ Research new tools, technologies, and testing processes
- ✓ Communicate with technical and non-technical Resources
- ✓ Identify areas of improvement
- ✓ Identify, isolate and track bugs throughout testing
- ✓ Identify potential problems users may encounter
- ✓ Perform and document risk analysis
- ✓ Main contact between the development team and the test team.
- ✓ Gather and maintain/load test data to execute test cases.
- ✓ Coordinate the testing activities: prioritizing, scheduling, assigning work.

AWARDS	
Personal	• Confederation of Indian Industry (CII) in 2018 ,2019 for best project kaizen • Murugappa Award (Pride of Murugappa Winner)

EDUCATIONAL QUALIFICATION				
Qualification	Year of Passing	Institute	Board/ University	%Marks/ CGPA
Bachelors of Arts *(Public Administration)*	2013	Tamilnadu Open University	Autonomous	61%

SKILL SET

Technical Skill: Microsoft Office, Windows, Finn one Loan Management System, MIFIN
Operational Skills: Scheduling, Process Automation, Planning, Data Analytics, Lean Management

PERSONAL DETAILS

Date of Birth	10-June-1989
Gender	Male
Marital Status	Married
Permanent Address	No : 6/191 Jothi Nagar,Immanuvel street Iyyapanthagal Main Road Paranipathur Chennai : 600121
Languages Known	Tamil, English

I hereby affirm that the information furnished in this form is true to the best of my knowledge.

Date:
Place: Chennai   (Signature)