

MUKESH R

Address: No 65 MRP Avenue Askok
Nagar Extension HariKrishna Nagar Avadi
Chennai - 600062

E-Mail: mukesh120144@gmail.com / **Contact No:** 7356274505

Carrier Objective

To obtain a Senior Subsequent Disbursement position with "Aargee Staffing Services PVT LTD," where my skills in evaluating claims submitted would help resolving disputes and maintaining Financial Risk between clients and company.

Knowledge Preview

A thorough professional with a positive attitude, pro-active and problem solving approach, handling pressure solutions efficiently, capable of thinking in and out of the box and generating new ideas for the successful stabilization of process

Key Skills

- Strong analytical, critical thinking, and evaluation skills
- Excellent knowledge to track Cash Flow statement in Disbursement Period
- Strong verbal and written communication, and problem-solving skills
- Ability to prioritize and multi-task according to the business needs

Work Experience

Liquidate the Payable and Generate payments to the vendor from 27th June 2022 till Now.

Profile Snapshot

- Preparing, reviewing, and submitting claims.
- Handling Risk procedures for clients and guiding them on submitting additional documents.
- Gathering, compiling, and analyzing data necessary for Sanctioned Documents.
- Coordinating with Credit Departments and ensuring personnel are aware about Disbursement procedures.
- Identifying Docket Login files and securing appropriate Financial Risk.
- Researched, validated, and resolving files and performed Disbursement.
- Researched, obtained, and submitted supporting documents as required.

- Monitored Loan process and ensured benefits are received as per terms and conditions.

Employment Scan

27th June 2022 - Till Date Aargee Staffing Services PVT LTD Subsequent Disbursement

Roles and Responsibilities

- Worked as a Senior Co ordinate for Payment posting team.
- Implementing refreshment updates to the colleagues.
- Maintaining the record for various documents Logged In and Sanctioned.
- Sending EOD reports to Clients.

Significant Highlights

- Received appreciations for Best Production in the current role.
- Suggested process improvement ideas within the process.
- Successfully and consistently met all business expectation.

Education

Bachelor of Commerce ,DRBCCC Hindu college of Arts &
Science ,Madras University, Year - 2021

Personal Dossier

Date of Birth	12 th Jan 2001
Languages Known	Tamil, English
Father's Name	Ramesh N

(+91) 7356274505/ mukesh120144@gmail.com