NAVEED CHAGANI

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WORK EXPERIENCE

Nizari Progressive Federal Credit Union - Carrollton, Texas   Sept 2020 – Present
Financial Service Analyst
- Manage workflow for consumer loan application cycle that constitutes from loan initiation to final disbursement of funds.
- Assess member qualification for loan application per NCUA requirements.
- Analyze Personal financial statements including Personal/Business Tax returns, K-1, W-2 and 1099.
- Use Credit Union software to acquire a member's credit rating.
- Calculate loan terms, finance charges and interest rates on loans for proper disclosure on promissory notes.
- Measure vehicle value through NADA software.

Meubles House LLC - Dallas, Texas   May 2018 – July 2020
eCommerce Specialist
- Improved online business with Wayfair and Overstock portal platform by 50% through client engagement.
- Applied product images, pricing, product description and product search tags resulting in 60% increase in product views.
- Resolved 15 to 20 customer queries daily resulting in greater customer satisfaction and customer retention.

Spaceman Corporation – Fort Worth, Texas   Aug 2016 - Aug 2020
Store Manager
- Managed overall day to day operations of the store, including hiring, reviewing and employee scheduling.
- Handled cash inflow/outflow and ensured that cash flow is adequate to run daily business operations.
- Provided timely and accurate reporting on a daily and monthly basis.
- Monitored adequate inventory for business efficiency.
- Implemented and enforced daily operating procedures as per food and health inspection standards.

Faysal Bank Limited - Karachi, Pakistan   Jan 2008 - Mar 2014
Trade Finance
- Handled advance payment documents and monthly reporting to State Bank of Pakistan.
- Processed 30 to 40 export payments to customers daily.
- Calculated and prepared daily export surcharge and withholding tax for submission to State Bank of Pakistan
- Managed customer queries and assisted relationship managers in providing quality service to customers.

VOLUNTEER EXPERIENCE

Ismaili Center, Volunteers Services – Karachi, Pakistan   Aug. 1998 – May 2014
Team Lead
- Managed a team of 15 to 18 people once a week to provide food and water services to the community.

LANGUAGES AND TOOLS
- JavaScript, Bootstrap, CSS, HTML, GitHub, Git and Command Line.

SKILLS
- Strong Leadership, extensive experience in client relationship management and advance analytical skills.
- Computational thinking and Working knowledge of MS Office tools (Excel, Word and PowerPoint)
- Teamwork, Project management and Risk mitigation.
- Ability to multitask and work under pressure.
- Strong technical and communication skills.

EDUCATION

Generations USA - Dallas, Texas   July 2021 – Present
Junior Full Stack Developer Program
- Trained in technical skills HTML, JavaScript, Bootstrap along with behavioral skills and mindset to accomplish the program

Institute of Business Management – Karachi, Pakistan   Sep 2005 – Dec 2007
MBA -Finance
- Electives: Corporate Finance, Analysis of Financial Statements, Funds Management, and Risk Management.

Govt. College of Commerce – Karachi, Pakistan   Mar 2003 – June 2005
Bachelor of Commerce

PROJECTS

Project Name – Task List (to do list).
- The project was implemented using HTML, CSS, Bootstrap and JavaScript to organize and prioritize tasks. Task cards were persisted through the local storage. The UI enabled the user to add, edit, update, and delete tasks.