



ANKITA YERUNKAR

SALES COORDINATOR

I look forward to work in an organization where I can extend my boundaries of technical knowledge in the field. My objective is to develop my skills at every stage of my career and to contribute to the growth of the company.

CONTACT

- 9082469481
- ankitamore775@gmail.com
- New Panvel, 410206

EDUCATION

2020
Bachelor's of Commerce - 93.33%
Guru Nanak College of Arts, Science & Commerce, Mumbai

2017
XIIth (Commerce) - 60.15%
Mumbai University

2015
Xth (SSC) - 52%
Mumbai University

SKILLS

- Customer Relationship Management
- Good collaboration with team members
- Problem solving and decision making
- Effective communication

PERSONAL DETAILS

Date of birth: 31-08-1998

Languages known: English, Hindi & Marathi

Marital status: Married

Hobbies: Cycling, Playing Badminton & Traveling

EXPERIENCE

2022 - Present

Sunil Yadav & Associates Financial Service
Sales co-ordinator

- Loan processing and customer relationship management
- Working accurate and complete process of Home Loan, LAP Loan documents, Sanction process, Disbursement process and other loan processing in Axis bank, ICICI Bank, LICHL
- Communicating with applicants about their application status, providing them with updates on the process, and answering any questions they may have
- Reviewing financial statements to ensure that all documentation required by the bank is included
- Helping customers complete loan applications, gather documentation needed for approval, and submit applications
- Coordinating with real estate agents or brokers to schedule home showings and meetings with potential clients
- Contacting potential clients to explain their options for obtaining a loan and facilitate the application process

CERTIFICATES & ACCOMPLISHMENTS

- Maharashtra State Certificate in Information Technology (MS-CIT), Jun 2017
- Participation Certificate in Department of Lifelong Learning & Extension (Jan 2018) and Inter-Collegiate/Institute/Department Youth Festival (Aug 2018)
- Certification for Best Volunteer in Gender Sensitization committee, Feb 2019
- Certification on Participation in One day awareness program on Gender Equality, Jan 2019
- Certification on Capital Market conducted by Bombay Stock Exchange (BSE)
- Certification on Environmental Mentoring Committee & Department of Environmental Studies
- Participated and received trophy and medals in Fashion, Modeling and Sports