

Name : ABHIJEET SHANKAR YADAV
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Objective:

A self-motivated and result oriented BAF(Bachelor in Accounting & Finance) graduate looking for a challenging career where i can enhance my skills and knowledge which can further become beneficial to the organization.

SKILLS :

- Good Knowledge about KYC verification.
- Drafting mail to client.
- Good knowledge in document analyst
- Experience in System data entry
- Good communication and interpersonal skills.
- Have knowledge in Sales and purchase Accounts.
- Have better experience in Credit process.

Work Experience:

1. Work Experience : 6 M o n t h

- Company Name : CNC WEB WORLD TECHNOLOGIES PVT LTD .
- Designation : Web Developer

2. Work Experience : 5 Feb 2024 – To till date

- Company Name : SBFC Finance Private Limited.
- Designation : Credit Process Associate

Roles & Responsibilities:

- Update sales team input, accurate details of the customers and collects all the necessary documents at the login stage as per login check list.
- Documents like, Customer name and information, applicant details, ITR, collateral details, bank statement and other documentation which is deemed necessary as per policy.
- Ensure Initial verification processes such as title search etc. are completed by the sales team.
- Raise query to the sales team for non-submission of all relevant documents, and follow up with the sales team for submission. (Primary responsibility for submission of complete docket rests with the sales team.)
- Ensure error free data updation in leviosa platform by resolving errors in leviosa and physical file submitted by sales team to ensure smooth processing of the loan.

Educational Qualification:

Name of Exam	Name of College	Board/University	Year of Passing
B.Com (Accounting & Finance)	Ramsheth Thakur College Of Commerce & Science, Kharghar	Mumbai University	2022
HSC (XII)	Changu Kana Thakur College, Panvel	State Board	2019
S.S.C (X)	Mahatma School of Academics & Sports, Panvel	State Board	2017

Personal Profile:

Address: Surpriya CHS, Plot No. 31, Sec- 18, Kamothe, Navi Mumbai.

Date of Birth: 03/11/2001

Language Known: Marathi, Hindi, English

Hobbies: Swimming, Travelling, Music.

Strengths : Adaptability, Active listening skills, Solve problems creatively, Energetic work attitude, Good communication skills, Team player, creative thinking, time management.

Signature of Candidate

Place : MUMBAI

Date :