

Sanil Chandrakant Pawar
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8655157213

CAREER OBJECTIVE

A challenging Career which offers an opportunity to apply my skills knowledge with continuous learning and growth.

SKILLS

Tally	Tally 9.0
Excel	Advance Excel
Typing	30 wpm

EXPERIENCE

Sep-2019 - Aug-2021	SK Consultancy And Services
HR Admin	1) Daily HR Operation Updating in data base of new Joinee 2) Maintained Salry leaves and bonus. 3) Handling Multiple Queries and Rectification on client Errors.
Oct-2021 - Till Today	HDB FINANCIAL SERVICES
Processor (OPERATIONS)	KYC & Loan Related Documents Verification Processing File And Disbursement. 1) ASEET FINANCE- i) COMMERCIAL VEHICLES ii) NEW VEHICLES iii) TRACTOR LOANS iv) USED PURCHASED v) REFINANCE vi) INTERNAL BT & EXTERNAL BT vii) TWO WHEELER LOAN Approvals, KYC, and All Loan Related Documents Verification, Process File as per Company norms, And Disbursement. 2) GOLD LOAN- i) KYC, Approvals, Gold Pouch, Certificate and all Related Documents Verification. ii) Cross check of all customer details with system. iii) Released Payment to Customer. 3) RELPL (PERSONAL LOAN)- i) Ensuring KYC cross check with LOS. ii) Application form, Loan Agreement and all Loan related Documents verification and Disbursement. 5) ML (Micro Lending)- Verifying Kyc and Disbursement to the group of Customer.

EDUCATION

Degree/Course	Institute/College	University/Board	Percentage/CGPA	Year of Passing
MCom	JVM Mehta College	Mumbai University	6.50	2019

HOBBIES

Playing Cricket
Watching movies
Singing

PERSONAL DETAILS

Address	S-152 Sector 4 , Airoli, Navi MumbaiAiroli, Maharashtra, 400708
Date of Birth	27/12/1995
Gender	Male
Nationality	INDIAN
Marital Status	Single
Languages Known	Marathi Hindi Englis h

DECLARATION

I hereby declare that all the above information is true to best of my knowledge

Sanil Chandrakant
Pawar