SHAILESH SANTOSH TEMKAR

SAP Certiﬁed Application Associate

# Summary

To Have a successful career enrichment opportunities in your organization that will allow me to give my best by using and improving my skills and accumulate knowledge from the job. Thus achieving goals and contributing towards the growth and prosperity of the organization

# Skills

MSCIT certiﬁed (MS word, Excel and Power point)

# Icici Bank Pvt Ltd

Senior Associate

Tally

Typing speed 25 & 30 w.p.m

# Experience

07/2022 - 05/2024

Responsible for smooth processing / Authorization of Mortgage Home Loan Sanction related activities.

Veriﬁcation of Various Customer KYC documents Income Document as

Per Login Checklist requirement.

Co-ordinate with process level resolve queries.

Work as temporary staff for **I Process** contract system

Successfully achieved performance by implementing new agile methodologies and tools.

# Wipro Pvt Ltd

Senior Associate

Responsible for smooth processing / Authorization of medical billing claim related activities.

Veriﬁcation of various documents KYC documents as per Legal requirement

Checking status of cases and coordinate with Team leader

 Work as temporary staff for 6 month **SPS consulting** contract system

 Successfully achieved performance by implementing new agile methodologies and tools.

# Education

07/2021 - 02/2022

|  |  |
| --- | --- |
| Mumbai University  B.COM | 2018 - 2020 |
| Maharashtra State Board Of India  HSC | 2014 - 2015 |
| Maharashtra State Board Of India |  |
| SSC | 2012 - 2013 |

# Courses & Certificates

SAP Certiﬁed Application Associate - Financial Accounting with SAP ERP 6.0 EhP7 **ISSUED JUL 2023**

TALLY ERP 9

Playing computer game & cricket & bike riding

**Interests & Hobbies**