**Name: Sachin Sudhakar Deogavkar**

**Vision:**

**To increase the business and maximizing profit by improving the operational efficiencies and maximum utilization for the available resources.**

**Keys of success:**

 Integrity & Ethics

 Leadership

 Teamwork

 Recognition

 Communication

 Continuous Improvement

**CONTACT INFORMATION**

23 B G.D.Mali Society, **Mobile:** 9850941200

Deopur Dhule, **E-Mail:** sachin.deogavkar@rediffmail.com

Dhule-424005

Dhule, Maharashtra

**CAREER OBJECTIVE**

To seek a challenging job that would provide an opportunity to my Technical, Analytical, and Management skills to aid growth of the organization and thereby add further value to my knowledge

**PERSONAL INFORMATION**

**Nationality:** Indian

**Resident of:** India

**Birth date:** 16-11-1980

**Gender:** Male

**Marital Status:** Married

**Number of Dependants:** 3

**PROFESSIONAL EXPERIENCE**

Company Name: **Star Union Dai-Ichi Life Insurance Co Ltd-Nasik**

Role : Branch Operation Executive.

Duration : 23-05-2013 to till date

Job Profile :

* Scrutinize application forms, underwriting for AML & KYC Norms.
* Financial Underwriting for HNI customers
* **Customer Relationship Management through CRM.**
* **Reconciliation of Open Items-orphan entries**
* Handling documentation, stock & Implement all process required for Branch.
* Maintaining good co ordination with sales - Operation - HO.
* Handling Daily Cash & cheque deposition process
* Follow up for issuance of individual & credit life group cases.
* Follow up for renewal & lapsation collection.
* Maintain daily branch MIS.

Current CTC : **2.50 Lacs per annum plus incentives**

Company Name: **Birla Sun life Insurance Co Ltd – Ulhasnagar**

Role : Branch Operation & Admin Executive

Duration : 21st Dec 2011 to 20th May 2013

Job Profile :

* Scrutinize application forms, underwriting for AML & KYC Norms.
* Financial Underwriting for HNI customers
* Customer Relationship Management through E-CRM.
* Experience of handling Petty Cash & Daily receipt entry.
* Maintain daily branch MIS & vendor payment management
* Handling documentation, stock & Implement all process required for Branch.
* Maintaining good co ordination with sales - Operation - HO.
* Handling Daily Cash & cheque deposition process
* New Business Lead generation from walking customer
* In absence of seniors leads the sales team, operation team.
* Revenue generation thought Top up addition to orphan walking clients

CTC : **2 Lacs per annum plus incentives**

Company Name: **Reliance** **Life Insurance Company Ltd** -**Dhule**

Role : **Branch Operation Executive**

Duration : 9th Oct 2007 to 20th Dec 2011

Job Profile :

* Authorized signatory for Advisor commission cheques.
* Handing decentralization issuance.
* Scrutinize forms, basic underwriting AML & KYC Norms.
* Work on Regional level – Retention MIS.
* Preparation of Regional MIS In Excel for Regional Manager
* Experience of handling Petty Cash & Daily receipt entry.
* In absence of seniors leads the sales team, operation team.
* Experience to handle new branch set up & vender creation for new branch.
* Handled Investigation process for Death claim

CTC : **1.60 Lacs per annum plus incentives**

Company Name: **ICICI Home Finance Company Ltd- Jalgaon**

Role : Operation Executive

Duration : 23rd April 2006 to 8th Oct 2007

Job Profile :

* Handling Disbursement of Consumer loans & Home loans files.
* Experience of handling Cash counter & Cash Transaction reconciliation.
* Maintain daily branch MIS.
* PDC’s Health check & scrutiny of Agreement copies
* Handling documentation, stock & Implement all process required for Branch.
* In absence of seniors leads the team of disbursement.
* Help to resolve the customer service issues.
* Implementing 5s.

**EDUCATION**

Pursue **M.B.A** – Finance from S.S.V.P.S Eng. College Campus, Dhule.

North Maharashtra University, Jalgaon.

May 2005 **M.C.M.** from M.D Palesha College Camps Institute of Computer Management, Dhule.

North Maharashtra University, Jalgaon

March 2003 **B. Art** from Jai Hind College Dhule, North Maharashtra University, Jalgaon

**SKILLS**

|  |  |  |
| --- | --- | --- |
| **Skill** | **Level** | **Years practiced** |
| MS Word, MS Excel, Power point. | Extreme Level | More than 10 years |

**MANAGEMENT TRAINING & PROJECT**

Academic Project Undertaken

Company Name : Dena Bank. Branch Dhule.

Subject Of project : FIX Deposit & Loan System.

**LANGUAGES**

**Language Level**

Marathi Expert

Hind Expert

English Expert

**REFERENCES**

Mr. Manish Jangitwar, 9673978989

Location Head-Jalgoan

Star Union Dai-Ichi Life Insurance Co. Ltd,

Mr. Prashant Patil, 9158225444

HDFC Bank-Dhule.