



DAVE KEYUR HARESHKUMAR

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OBJECTIVE

- Ability to plan, problem solving, motivate and work efficiently in both independently or collaboratively in a team effort.
- Strong interpersonal, learning and organizing skills matched with the ability to manage stress, time and people effectively.
- Self-motivated, enthusiastic and always keep to learn new methodologies and techniques.

EXPERIENCE

Company 1 : Acute

Company 2 : Kotak Mahindra Bank.

Previous Organization(Aug-2019 To Apr-2021)

Organization : Kotak Mahindra Bank Ltd.

Designation : Collection Officer (CV, LCV & CE)

Areas of Responsibilities - CV, LCV & CE Collection

- Handling 0 to 270 DPD Cases for CV, LCV & CE.
- Hard follow-up of all cases.
- Providing necessary and timely feedbacks of chronic cases
- Co-ordinating with legal team for filing of cases against customer for various sections for recovery of outstanding dues.
- Identifying proper reason for delinquent account. i.e. situational, intentional or fraud
- Controlling soft cases target as @ 100%.
- Handling the Delinquency of Emi and Pre Emi.
- Handling walk-in customers and collection related queries.
- Fixing up targets for reduction of outstanding and collecting penal.

Current Organization

Organization : Ujjivan Small Finance Bank
Designation : Collection Officer (HL,PL,Mse-secured & unsecured)

- Handling 0 to 90 DPD Cases for HL,PL,Mse-secured & unsecured
- Hard follow-up of all cases.
- Providing necessary and timely feedbacks of chronic cases.
- Identifying proper reason for delinquent account. i.e. situational, intentional or fraud

EDUCATION

M.Sc. (IT) from GLS University, Ahmedabad

2015-2017 (**CGPA: 6.30**)

Completed B.Sc. in computer science from Gujarat arts and science college, Ahmedabad
2012-2015 (**CGPA: 6.08**)

Completed 12th science (GUJARAT BOARD) from Diwan ballubhai school, Ahmedabad
2012 (**percentage – 47.2**)

Completed 10th (GUJARAT BOARD) from Diwan ballubhai school, Ahmedabad
2010 (**percentage – 78.46**)

PERSONAL STRENGTHS AND ATTRIBUTES

- Good communication skill and good interpersonal relationship skills.
- Good knowledge and thoughtful in undertaking tasks with structured work habit.
- A good team worker as well as target oriented leader.

PERSONAL DETAILS:

Date of Birth : 18/12/1994
Gender : Male
Language Known : Gujarati, Hindi, English
Religion : Hindu (Brahmin).
Hobbies : Cricket, Listening Music, Travelling.

Declaration

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

Date: _____

Place : _____

Keyur Dave