

NAIMESH J. PATEL

Address:

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Career Objective

To utilize my exceptional, analytical, and innovative managerial skills in the competitive age where opportunities are exceptionally offered and to become a productive asset of the organization.

Professional Exposure

Kotak Mahindra Bank Ltd.

Designation: Credit Assistant

Department: Home Finance

Duration: 2nd April 2018 to Till Date

Job Location: Ahmedabad

Responsibilities: Loan documentation check, Screening of customer documents such as Application, KYC and Income documents, Analysis of Bank Statements and other relevant documents for income assessment. CIBIL and other verification reports.

Talsaniya & Co. Chartered Accountants

Designation: Accountant

Department: Accounting & Finance

Duration: 9th August 2016 to 31st March 2018.

Job Location: Ahmedabad

Responsibilities: Managing whole accounts starting from vouching, verification, accounting entries and accounts finalization and GST return preparation.

Axis Securities Ltd.

Designation: Business Executive

Department: Retail Broking (Online Demat & Trading Account)

Duration: 12 months (13th July, 2015 to 8th August, 2016)

Job Location: Axis Bank Ltd. Shahibaug Branch & Asarwa Branch, Ahmedabad

Roles and Responsibilities:

New Client Acquisition of Demat and trading accounts, Meeting clients and pitching 3-in-1 (Saving+ Demat+ Trading) Investment Account from customers, Develop business and achieve sales targets, Account opening process and activation of trading accounts, Demonstrate client to operate trading software and application.

Education Qualification

Degree	Master of Business Administration (Finance)
College	S. V. Institute of Management, Kadi
University	Kadi Sarva Vishwavidhyalaya University, Gandhinagar
Passing Year	2015
Percentage	68%
Degree	Bachelor of Business Administration
College	Shree C. U. Shah College of Commerce Management and Computer Education, Wadhwan City, Surendranagar.
University	Saurashtra University, Rajkot.
Passing Year	June, 2013
Percentage	61.5%
Degree	HSC
University	Gujarat Secondary & High Secondary Education Board
Passing Year	March, 2010
Percentage	77.43%
Degree	SSC
University	Gujarat Secondary & High Secondary Education Board
Passing Year	March, 2008
Percentage	65.38%

Projects Undertaken

Comprehensive Project:	" A Return Analysis Before and After Budget Announcement: A Specific Focus on BSE 30" "A Comprehensive Project Report On "Housing Finance Industry"
Summer Project	"A Summer Internship Project, "A Study on Dealer's Perception & Satisfaction towards the Bajaj Finance in Ahmedabad city"
Other Projects	1. A Financial Analysis of Maruti Suzuki India Ltd. 2. Feasibility Report on Construction Chemical Products.

Computer Literacy

- Operation Systems: Dos, Windows XP, Windows 7/8
- Microsoft Office (word, excel, power point)
- Accounting Packages: Tally ERP 9, Zoho Book etc.
- Statistical Packages: SPSS
- Graphic Software: Adobe Photoshop 7.0, Corel Draw X3
- Typing Speed 30-35 Wpm.

Personal Details

Birth Date	14 th March, 1993
Age	25 Years
Father's Name	Jagdishbhai Patel
Mother's Name	Shushilaben Patel
Sex	Male
Marital Status	Single
Mother Tongue	Gujarati
Nationality	Indian
Language Known	English, Hindi, Gujarati

Declaration

I hereby declared that whatever information given above is right.

Date :

Place :

(Naimesh J. Patel)