

Contact

9462683243
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<https://www.linkedin.com/in/pooja-suthar-85964b26b>

Skills

Customer Support
Assistant
Banking
Cashier
Communication

IT Skills

Excel

Courses & Certifications

Rajasthan State Certificate In
Information Technology
Diploma in Computer Application &
Development
Business Correspondent

Languages

Hindi
English

Pooja Suthar

Officer | Ahmedabad

Having experience of 5 years in Banking sector with M.Sc. living in Ahmedabad

Experience

Adarsh Co-operative Bank

Officer

Dec 2017 - Mar 2023

Here, in this job I was performing the following tasks as listed below. 1. Opening individual saving bank accounts 2. Processing RTGS/NEFT payments 3. Cash/Check withdrawal processing 4. Process check-clearing task 5. Verifying the CIBIL score to process the loan application from the customer 6. KYC verification/updation process 7. Appraise loan files 8. Cashier tasks 9. Issue a new debit card to a customer Location: Sirohi, Rajasthan

Education

Master of Science (MS/M.Sc)

Mathematics
Vardhaman College of Engineering
2019 (Full time)

Bachelor of Science (B.Sc)

Mathematics
Mohanlal Sukhadia University, Udaipur
2016 (Full time)