

Nikhil Verma

B-4, Shukan Appartment,
Near Gita School,
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Objective:

To work for an organization which provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.

Professional Experience:

- Working as a Associate - Credit in WheelsEMI private Limited since August 2018. My responsibilities consist of -
 - 1) To check the documents, scrutinize the same and give the pendency and other requires documents to our marketing team.
 - 2) To Co-ordinate with branch and H.O. for getting approval of files for disbursements, assisting marketing team for fast and easy disbursements of case.
 - 3) Managing MIS reports of disbursement Loans and Collection on daily, weekly and Monthly basis. Assisting Branch Manager for their routine activates like sending reports and communicating for daily income and expenditure reports of Ahmedabad Branch.
- Worked as an **Auditor** with **CA R. K. Mundada & Co.** located at *Raj Complex, Ambapeth, Amravati* from 1st August, 2017 to 31st July, 2018.
- Worked as a **Computer Operator** with **Suruchi Travels** located at Akola from February 2014 to December 2015.

Educational Qualifications:

Course	College	Board/University	Percentage	Passing Year
M.B.A.	H.V.P.M., C.O.E.T., Amravati	SGBAU	61%	2018
B.Com.	L.R.T. College of Commerce, Akola	SGBAU	59%	2016
H.S.C.	L.R.T. College of Commerce, Akola	State Board	46%	2013
S.S.C.	D.A.V. Convent, Akola	State Board	62%	2011

Other Technical Skills:

- **Operating Systems** : Windows XP/NT, 2000, Windows 7, 8, 10
- **Other Courses** : MS-Office, MS-CIT, Tally ERP – 9.0

Extra Curricular Activities:

- Worked as a **student coordinator** in January 2017 for **German delegates**.
- Worked as a **student coordinator** in October 2016 for **Sri Lankan delegates**.

Hobbies:

Playing Cricket, Bike Riding, Travelling, Watching Sports.

Personal Details:

- ***Date of Birth*** : 31st August 1995
- ***Languages*** : English, Hindi, Marwari, Marathi
- ***Gender*** : Male
- ***Marital Status*** : Single
- ***Nationality*** : Indian
- ***Permanent Address*** : Sarafa Bazar, Near Kali Masjid, Akola – 444001, Maharashtra, India

Place: Ahmedabad

Date:

Nikhil Verma