

HIMANSHU DILIPBHAI PATEL

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CAREER OBJECTIVE

Utilize my knowledge of financial modelling and reporting and strong analytical and quantitative skills which can be utilized to enable accurate financial decision-making in the organization.

EDUCATION

- GUJARAT TECHNOLOGICAL UNIVERSITY
- B.B.A (BACHELOR OF BUSINESS ADMINISTRATION) 50% 2020
- Investment banking Operations and Financial modeling Pursuing for Imarticus learning

EXPERIENCE

- **(A) Worked with Own business for aluminum recycling plant for Labour Contract.** 20/MAR/2018-31/DEC/2019
 - Maintains staff by recruiting, selecting, orienting, and training employees.
 - Maintain daily Production target.
 - Maintains work flow by monitoring steps of the process; setting processing variables; observing control points and equipment; monitoring personnel and resources; studying methods; implementing cost reductions.
 - Maintains quality service by establishing and enforcing organization standards.
- **(B) Worked with Bajaj Finance limited, collation Agency (Code: A66186), Department of X bucket Personal loan.** 15/JAN/2020- 10/Dec/2020

- Maintain Customer daily report and Fos report.
 - Monitoring accounts to identify overdue payments.
 - Finding and contacting debtors to arrange debt payoffs.
 - Keeping accurate records and reporting on collection.
 - Take actions to encourage timely debt payments.
- **(C) Worked with Aditya Birla Housing Finance Ltd, Key Relationship Officer and Department of Sales for Home Loan and Loan against property(LAP) 28/Dec/2020- 31/Dec/2022.**
 - meeting with clients virtually or during sales visits.
 - demonstrating and presenting products.
 - establishing new business.
 - maintaining accurate records.
 - attending trade exhibitions, conferences and meetings.
 - reviewing sales performance.
 - negotiating contracts and packages.
 - Auto Promotion for Key Relationship Officer
 - Archive Login Contexts and Disbursement.

TECHNICAL SKILL

- Most prospective finance professionals understand the importance of accounting and analysis skills, but many minimize the role of effective communication.
- Analysis Communication Skills Collaboration Financial Reporting Budget Management Compliance Innovation Financial Planning Detail Oriented Forecasting.
- Financial Reporting; Oracle; Microsoft Excel; Communication; Project Management; Problem Solving; Business Development, Time Management.
- Cost reduction. Accounting standards. Financial management skills. Microsoft Excel. Trial balance. Tax reporting. Sorting. Quantitative data skills.

PERSNOAL PROFILE

- Date of Birth: 03/09/1994
- Marital Status : Married
- Nationality: India
- Known Languages : English,hindi,gujrati

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