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| |  | | --- | | **Mehul Khambhati** | | **Citizenship : Indian ▪**  **Date of birth : 18th May 1994** | | |  | | --- | | **Contact** | | **Mob :+919879933144**  **e-mail :** [**mehulkhambhati@gmail.com**](mailto:mehulkhambhati@gmail.com) | |
| |  | | --- | | ***Address*** | | * D-502, Dharti-3 heaven, Nr.Anand party Plot, Nr.GST crossing, New Ranip,   Ahmedabad-382480 | | |
| |  | | --- | | **Career objective** | | * To work with a progressive organization in which, I can contribute my skills and expertise to enhance my own productivity at the same time achieving the organizational objectives with the attribute of time, quality and discipline. * To keep upgraded with recent trends & Be a versatile Person |  |  | | --- | | **Corê Compétences :-** | | |  |  | | --- | --- | |  | * Credit and Collection Management * De dup /Defaulter management * Team Building & Development * Process innovation/ Improvement * Staff Supervision & Training * Credit Rating & management * Recovery MIS Exécutive * Ahmedabad Collection Team Leader | |  |  | | --- | | **Works Expérience Total: 9 Year** | | **Kotak Mahindra Bank Ltd. Team Leader**  **Ahmedabad Collection Team Leader 1-Jul-20 To 15-May-23**  Job Profile : -   * Do Monthly Allocation of All the Field Exécutive and Followups with them on Daily Basis on every Due date * Increase Demand Efficience of current month EMI. * Work on Each bucket of Ahmedabad location OD Cases and give reversal of NPA Cases on every month. * Work on Collection various paramètres like Infant, FTDC and Non Starter cases of above 30DPD. * GO to visit of 270+DPD Cases and try to sottement or Repossession. * Also try to Do collection through legal Tools for High DPD Cases. * Handling of Customer’s Queries regarding EMIS, PCR, FR and NOC Etc. * Handling Collection Field Team and all the Queries of team. * Handling Cash Management of Team and timely déposition in 24HRS to 48HRS. * Recovery with help of Legal Tools 138, Award, Summons, Section14, Arbitration, BW, NBW.   **Kotak Mahindra Bank Ltd. Collection MIS Exécutive**  **Recovery MIS Exécutive 1-Jun-19 To 01-Jul-20**  Job Profile : -   * Share Collection MIS on Daily Basis. * Making Collection MIS of Three State Gujarat, Maharastra & Chhattisgarh. * Do Data analyses changes as per rééquipements Share Reports accrodingly. * Handling Repossession Agency’s Bill Activity for Gujarat Locations. * Prepare Auction Data and LWO & Repo-Sell Activity of Tractors. * Maintain Collection Data for Zoom Meetings and Review. * Share LRN and Demand Notices to Customer through Legal Agency. * Making of Corporate Reports for the Gujarat state. * Handling Cash Management of all three States.  |  |  | | --- | --- | | **Vodafone India (Gujarat Circle )** | **Credit & Collection Associates** | | **Credit and Collection (AHM)**  Job profile : - | **Aug 2017 to Till 1 Jun 2019** |  * Vérification of New Customer for all Product. * Different type of Credit Marking and Categorized according to customer profile. * Analysis Customer profile and Also Visit Large Account. * Handling Credit monitoring activity for Gujarat circle. * Monitoring Defaulter Process to ensure of activation of Good Accounts only. * To provide the business support to C&C team for reducing Bad Debt & increase collections. * Managed credit limit database by setting, removing, and adjusting credit limits determined by strength of credit and ratio of credit limit used. * Agency Payout & Structure, Invoices management, Raise purchased order, Shopping Cart From EVO portal, GRN. * Back up responsibility for all activities in absence of primary responsibility holder and also on rosters.   Achèvements:   * Success in tracing customers Like defaulters / Fraud customers by using good tracing tools * Get ”**SARVOTTAM AWARD**“ from Vodafone Business Head of Gujrat For Two times * Get appreciation from leadership team for audit & analysis various process.  |  |  | | --- | --- | | **Vkalp Constancy private limited.** | **Sales Exécutive** | | **Sales and Marketing** **(AHM)** | **Feb 2015 to July 2017** | | Job profile:   * Selling 3G plan and dongles * Postpaid connections * MNP Connections * Verification of generated lead   **Job Responsibility : -** | | | * To Acquire Customer, Maintain relation with them and Achieve Monthly Target.   **Achèvement : -**   * Awarded for best Sales of the month For 6 times & Get Certificate from Respective Vodafone Clients * During This 30 months Journey I promoted for 3 times from sales executive to Group Leader, Team Coach and Team Leader. | | | | |
| |  | | --- | | Education | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Degree** | **Institute / University** | **Year** | **Percentage/Spi** | **Class** | | BA With History  (Gujarat University) | L C M Arts and Commerce Collage Lal Darwaja ahmedabad | 2020-2023 | 6th Semester Result Pending | Result Pending | |  | | 12th (Science) | GHSEB | 2010-2011 | 58 | Second | | SSC | GHSEB | 2009 | 71 | First |  |  |  | | --- | --- | |  |  | |  |  | | --- | | Skill and System Knowledge | | |  | | --- | | M.S Office - Advance Excel ,Core NX, M Collectio Mobicule, INDUS for Collection Reports KRAMAN.  CRM – AMDOCS –OSSAPPS – DEDUP SOLUTION-EVO portal | |  |  | | --- | | Personal Details | | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  | | --- | --- | --- | | **Date of Birth** | : | May, 18th 1994. | | **Gender** | : | Male | | **Marital Status** | : | Married | | **Nationality** | : | Indian | | **Langages Known** | : | English, Hindi, Gujarati | | **SEX** | : | Male |   **Interests** : Gaming, Playing Chess & Cricket and Reading |  | | | |

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| Declaration :- |
| I hereby declare that all the above details are true & genuine to the best of my knowledge.  I assure you if given a chance I shall perform my duties to the best of my ability and enhance the image of the company.    **Waiting for a favorable reply,**  **Thanking You,** |