

RESUME

Ganesh Katukam

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OBJECTIVE AND CAREER SUMMARY

To develop my career where my skills and knowledge can be enriched to my potentials and to be associated with a progressive organization and to become a part of the finance team that dynamically work towards the growth of the organization and thereby gaining satisfaction in all aspects.



PROFESSIONAL EXPERIENCE

Organization Wells Fargo India Solutions Pvt Ltd.

Designation Loan Documentation Processor.

Tenure January 2021 – Till date

Roles and Responsibilities

- Managing and updating the client information in the stages of the Loan life cycle
- Managing all reporting/compliance requirements related to the Equipment & Asset Finance
- Demonstrate macro level knowledge of credit risk policy and internal credit ratings to determine client's creditworthiness
- Work closely with vendors, third parties and internal partners to advance assigned transactions to a closing event, including negotiation of documents, receipt/review of ancillary documentation including PO's invoices, proof of payment, collateral descriptions etc.
- Process credit lending applications submitted by the customer in line with appropriate controls, company standards and all applicable credit approval procedures.
- Create and maintain dealer records, Bank information and program agreement.
- Processing vendor request and setup payment terms frequencies and deciding interest for the financing of assets\equipment's.
- Analyze loan and financial analysis techniques and accounting with well demonstrated understanding of loan risk factors
- Analyze loan and lease structure and prepare different quote for the clients as per their service request
- Implementation of Asset Management Policies and Procedures as well as implementation of maintenance and return provisions for our lease products
- Resolving moderately complex operational or customer issues by determining and taking appropriate action. Performing high volume, time sensitive tasks requiring intermediate research and problem-solving skills.

- Duties include originating source documents/data adhering to a range of regulations and choosing from a variety of options.
- Managing commercial lease and loan documents and a solid understanding of loan/ banking terms
- Verify documentation, assess customer credit worthiness, perform certain fraud checks and review/approve credit facilities with stipulated guidelines.
- Processing payments, tickets, online entries, documents or items requiring a high degree of accuracy and control. Resolving balancing discrepancies.
- Identify Patterns of suspicious transaction amount highlighting the to the next level further investigation process.
- Analysis Transaction history and credit report of entity.
- Analyze potentially suspicious activity which will require the review of historical activity along with customer information.
- Works closely with other departments to effectively and efficiently close transactions.

Performance and participation

- Involved in the multiple process migration projects. Trained in multiple processes in Commercial Banking like O'Tech, Pricing and indexing, Oracle MMV, Hyster-Yale, Fed Reporting and Doc gen
- Meeting the daily targets and monthly metrics and productivity.
- Maintained 100% consistency in terms of quality in all the process
- Reviewing and processing unique rejects or exceptions
- Attending the process review sessions with Lobs
- Conducts Training sessions to new team members
- Performing follow up with the requests whenever there is a requirement from the loan perspective
- Performed audits for the team members and suggesting them related to process improvement
- Volume allocation to team members
- Supports the team members with process related queries
- Prepares the monthly dashboards and daily weekly production and quality reports
- Conducted process assessments for new team members
- Played role of SME
- Reviewing the escalations from the state side and reverting them back with a proper explanation.
- Preparing process guidelines for new joiners
- Participated in several CSR activities
- Played SPOC role for organization events

 **EDUCATION**

- 2019- M.B.A (Finance)
- 2017- B. Com (Computers)

 **SKILLS**

TECHNICAL SKILLS:

- + Siebel and LOIS
- + SAP
- + MS -Advanced Excel.
- + MS -PowerPoint.
- + Strong analytical skills.
- + Capable of adapting to a new domain quickly.

SOFT SKILLS:

- + Comprehensive problem-solving abilities and Good written and verbal communication skills.
- + Capable of adapting to a new domain quickly.
- + Punctuality.
- + Quick learner.

 **DECLARATION**

I hereby declare that the above information is true to best of my knowledge and belief.

 HYDERABAD

Ganesh Katukam.