

PROFESSIONAL SUMMARY

Knowledge of proper and ethical debt collection techniques. Ability to quickly build a picture of customers' personal circumstances and needs. Strong negotiating, counselling, and problem-solving skills. Experience of handling collection Team& agency's
Had overall experience of 8.1 years. In Collections & consumer durable loan process.

IDFC FIRST BANK

IDFC First Bank Limited, is an Indian private sector bank formed by the merger of the banking arm of Infrastructure Development Finance Company and Capital First, an Indian non-banking financial institution. It is first universal bank to offer monthly interest credit on savings accounts.

IDFC First Bank Ltd

Designation: Deputy Manager (BIL, MBL and MORT

Recovery collections)

Total years of experience: (Sep-2022 to Present)

KOTAK MAHINDRA BANK

Kotak Mahindra Bank Limited, is an Indian financial services company focused on lending, asset management, wealth management and insurance. It is India's third largest private sector bank by assets and by market capitalization

Kotak Mahindra Bank Ltd

Designation: Deputy Manager (credit card collections)

Total years of experience: (May-2021 to Sep-2022)

BAJAJ FINSERV LENDING LTD

Bajaj FinServ Ltd is part of Bajaj Holdings & Investments Limited, is an Indian financial services company focused on lending, asset management, wealth management and insurance.

Bajaj FinServ Ltd

Designation: Assistant manager (credit card collections)

Total years of experience: (Feb-2020 to May-2021)

SHRIRAM TRANSPORT FINANCE COMPANY LTD:

Shriram Transport Finance. Is an India's one the largest asset based NBFC. The company is engaged in providing finance for commercial vehicles and other loans

Shriram Transport Finance Company Ltd. Hyderabad.

Designation: Relationship executive (Secured loan collections)

Total years of experience: (Feb 2018 to Jan 2020)

Syed shaikshavalli
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ADECCO INDIA PVT LTD:

Adecco is a fortune global 500 company is one the world's leading provider of HR solutions. The Adecco group family of brands it reached covers 60 countries and in total

Adecco India Pvt Ltd. Hyderabad.

Designation: service executive. (Consumer durable loan process)

Total years of experience: (Oct 2015 to Dec 2017)

ACHIEVEMENTS :

- Trained on collections
- Proud recipient of Best LCC award.
- Star performer for 3 quarter.

KEY RESPONSIBILITIES:(IDFC FIRST BANK)

- Handling almost 20cr of portfolio and delivering avg ROR of more than 1% recovery.
- Executed serving of LRN/sec138/Arbitration notices and SARFAESI act 13(2) and 13(4) to the customers, which resulted in good recovery numbers.
- Communicate with management on the process of team performance, status of accounts and publication of daily MIS.
- Very good agency management skills motivated the team members to deliver required targets as per business requirements.
- Implemented review mechanism with team members to understand the portfolio issues and on resolving them.
- Followed Organization code of conduct very strictly and maintained no process lapse.

KEY RESPONSIBILITIES:(KOTAK MAHINDRA BANK)

- Highly organized and able to adapt quickly to changing priorities.
- The ability to communicate at all levels of the customers from an executive audience as well as the ability to talk in detail on a tactical level.
- Maintain team's call quality standards, providing feedback and developing performance development plans.
- Must be able to work in a fast-paced, high stress environment with stringent monthly deadlines and quotas.
- Strong verbal and written communication skills with Monitoring of call reports to make sure agencies are making enough phone contacts each day.

KEY RESPONSIBILITIES: (BAJAJ FINSERV)

- To achieve collection targets of the Respective Branch assigned
- Meeting the Target on Cost of Collections.
- Ensuring meeting PI Targets within cost limit specified on monthly basis.
- Ensure that the collection agencies and executives adhere to the legal guidelines provided by the law in force.
- Continuously monitoring collection agencies and collection executives to identify fraudulent practices and ensure that no loss is incurred due to such activities

KEY RESPONSIBILITIES: (STFC)

- Monitor accounts to identify outstanding debts.
- Investigate historical data for each debit or bill.
- Find and contact clients to ask about their overdue payments.
- Taking actions to encourage timely debt payments.
- Process payments and refunds.
- Managing the seizing agency's

KEY RESPONSIBILITIES: (ADECCO)

- Visiting the electronic dealers, mobile stores and maintain the relation with promoters and executives and generate deals from dealers
- Converting the cash, credit card customers into the finance
- Checking previous track of the customer by using cibil report, cross verifying with RCU report.
- Preparing disbursement memo's and updating the payment details to the dealer

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ACADEMIC QUALIFICATIONS:

- M.B.A (Finance & marketing) from Shadan college of management studies, at Khairtabad (2013).
- B. Com (Computer) from Jagruthi Degree College, at Narayanaguda (2011).

TECHNICAL SKILLS:(Banking)

- Operating Systems : Windows10
 - MS Office : Excel, Outlook , Libra
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PERSONAL INFORMATION:

Name	:	SYED.SHAIKSHAVALLI
Father's Name	:	SYED.MOHINUDDIN
Sex	:	Male
Marital Status	:	Single
Religion	:	Muslim
Nationality	:	Indian
Languages Known	:	English, Hindi & Telugu

DECLARATION:-

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

Place: Hyderabad

Date:
SYED.SHAIKSHAVALLI