

ANERI PATEL

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SUMMARY

An entry level Commerce and banking professional with expertise in international business management and business analytics. Skilled in finance, analysis, and strategic planning. Dedicated to fostering global relationships and driving impactful outcomes.

SKILLS

Business Skills : Analytical Thinking, Client Service, Strong Communication Skills, Problem Solving, Team Work, Time Management, Leadership Skills.

Tools and Technical Skills : SQL, Python, SQL Server Management Studio, MS Access, Power BI, MS Excel, Office 365.

EDUCATION

Post Graduate Diploma | Analytics for Business Decision Making (Pursuing)
George Brown College, Toronto ON

Post Graduate Diploma | International Business Management (December 2023)
George Brown College, Toronto ON

Post Graduate Diploma | General Banking (June 2022)
Ahmedabad Management Association (AMA), Ahmedabad INDIA

Masters in Commerce | Accounting and Auditing, Statistics (April 2022)
Gujarat University, Ahmedabad INDIA

Bachelors in Commerce | Accounting and Auditing (April 2019)
Gujarat University, Ahmedabad INDIA

WORK EXPERIENCES

Banker (Clerk)
The Ahmedabad Mercantile Co-operative Bank Ltd., Ahmedabad IN Nov 2020 – April 2023

- Managed **diverse loan portfolios** in an **agile environment**, meeting pressured deadlines.
- Conducted thorough assessments and streamlined operations with detailed process notes.
- Contributed to **refining credit policies** and **facilitated communication**.
- Provided skilled administrative support, **addressed client inquiries**, and **aided business development**.
- Excel proficiency evident in **crafting accurate amortization tables** and **processed loan documents**.

Jr. Accountant
Aditech InfoTech Pvt. Ltd., Ahmedabad IN Jun 2019 – May 2020

- Supported finance team in preparing **financial statements, reports, and budgets**.
- Managed and **reconciled general ledger** accounts to ensure compliance.
- Processed accounts payable and receivable transactions accurately.
- Assisted in month-end and year-end closing, including journal entries.
- Demonstrated **strong work ethic**, attention to detail, and **commitment to quality**.

CERTIFICATIONS

SAS Programming 1: Essentials | *LinkedIn Learning*

Google Analytics 4 Certification | *Google*

Tableau essential training | *LinkedIn Learning*

JAIIB | IIBF (*Indian Institute of Banking and Finance*)