

Contact

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Top Skills

Management

Communication

Retail Banking

Honors-Awards

Gold Coin award For 2nd quarter
2016

Sneha Nair

Analyst at ADP
Andhra Pradesh

Summary

I have been honoured to be a part of Wells Fargo India Solutions and now ADP. I was given the opportunity to learn different skills throughout my journey ranging from precise Quality work, Benefits Administration in HR, Training, Insurance Reconciliation, Audit, Communications, Presentation skills & Content Writing.

Experience

ADP

Analyst

July 2018 - Present (2 years 2 months)

Hyderabad, Telangana, India

ADP's HRO Insurance Benefits deals with providing a variety of Health Insurance Coverage's opted by Employees/ Clients. Accurate Data is Reconciled along with the vendor provided information and sent to Clients who opt for Insurance based on preference. Based on the provided information timely payments are made. Any changes made in coverages and plans are done as and when received.

Wells Fargo

4 years 4 months

Financial Analyst

April 2014 - July 2018 (4 years 4 months)

Hyderabad, Telangana, India

Financial Analyst

April 2014 - June 2018 (4 years 3 months)

EGS India reviews all documents in CORE (ELF), ranging from Customer Assets, Liabilities, Property, Employment, Tax Returns etc., Calculating Income through Pay Stubs And Yearly W2's to help estimate the State side Processor decide approval of the loan, Collecting customer information from customer/stateside processor in order to file for Tax Returns with the IRS department, Getting explanations from customer's on large deposit transactions made in bank statements, Following through Regulation's

throughout the application procedure and Property Validations along with Title Policy and Hazard Insurance Payments.

Education

Loyola Academy

Bachelor's degree, Biotechnology · (2010 - 2013)