

Dipesh Chhetri

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QUALIFICATIONS

- **Teamwork** – Highly motivated to achieve and maintain cohesive working relationships with coworkers and customers.
 - **Managerial** – Demonstrated abilities to manage employees, maintain professional working environment, finish projects and adapt to new situation, all while working under certain deadlines.
 - **Finance** - Proven Ability to apply financial concepts to accurately record, report and maintain financial data associated with operational activities.
 - **Customer Service** – Excellent customer service satisfaction abilities, proven from over 5 years of experience.
 - **Tri-lingual** - *Ability* to communicate information and ideas clearly in both verbal and written forms in English, Nepali and Hindi.
 - **Adaptability**- Quick learner. Adapt to new roles and responsibilities easily, and excel under pressure.
 - **Skills** – Exceptional verbal and written skills, Very detail oriented, ability to multi-task, computer suave; experiences with SAP and Microsoft Office products such as Excel, Word, PowerPoint, and Access.
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WORK EXPERIENCE

ISGN, Rocky Hill, CT

October 2010– March 2011

Post Underwriter Processer

- Analyzed assets, income, liabilities, determined debt to income, and loan to value for a variety of products ranging from FHA/VA/Conventional/HASP, and FHLMC loans.
- Analyzed credit reports and verified credit score for eligibility.
- Pre/Post Underwriter; received high volume, exceeded daily goals while working in a fast paced environment.
- A strong ability to multitask and reprioritize day to day activities with new approvals, denials, conditions reviewed, and 'clear to close' statuses.
- Completed budgeting, approval/closing calls, cleared loan conditions and reviewed documents for approval.
- Assisted managers with reporting while maintaining a strong team effort with loan agents, underwriters, and clients as well as other loan resources: employers, title companies, insurance, and state specific restrictions.

Chestnut Corporation, Clinton, CT

February 2007-December 2009

Assistant Manager

- Reviewed records and reports pertaining to activities such as production cost, payroll, and shipping to verify and assure correctness and maintained daily reports using software such as Excel.
- Coordinated employee's responsibilities and schedules, in a fast-paced, pressured environment.
- Analyzed data and sales trends and prepared efficient sales order.
- Managed employees and maintained a professional working environment while working under deadlines.
- Resolved customer's complaints and questions.

Cutco, East Haven, CT

June 2005-September 2006

Sales Representative

- Achieved high product sales, exceeded weekly and monthly sales goal.
 - Demonstrated strong communication abilities interacting with customers face-to-face and presenting the product.
 - Achieved excellent customer satisfaction by assuring to resolve any complaints or questions pertaining to the product.
 - Sold over thousands of products to new and reoccurring customers.
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EDUCATION

- **Bachelor Degree:** Economics with a minor in Finance from Central Connecticut State University, May 2010.
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ACHIVEMENTS

- Honor student placed on Deans List; Commendable Scholar for high GPA.
- Co-founded the Nepali Student Association (NSA) at the University of Central Connecticut.
 - Monitored and coordinated various activities and shows.
- Completed Excel Certification program from Central Connecticut University.