



# DEEPIKA CHOUDHARY

## OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## EXPERIENCE

### Genpact

10 May 2022 - 4 October 2022

Process Developer  
**Financial:**

- Calculation of amount over policy to refund cash amount to customer.
- Calculation Of Cost basis like Cash value and Policy Premiums.
- Calculation of Taxable amount.
- Working on Tax deduction over policy on federal and state tax.
- Providing to customer Loan over policy.
- Creating ATR's for Refunding Policy cash value to client.
- Reconciliation – Batching the debit and credit entries on system.
- Working as per US market to avoid gain and loss on Policy.

### Non-Financial:

- Working on Policy Information Analysis to Locate on policy to correct working track.
- Analyzing authenticity of request. Understand customer requirements.
- Sending No information found letter to policy holder.
- Research on policy Information.
- Creating case for corrections, rectifications on policy Information on CSW.
- Notifying update to customer relating to there request.

### Non-production:

- Training given to new associates.
- Resolving the process related queries.
- Participation in weekly team activities.

### Cognizant Technology Solutions

23rd October 2019 - 8 October 2022

Process Executive

-Working with Life insurance and Term Insurance, (USA)

-Work on Surrender, Loan, Cost basis and Replacement, Claim Money Transaction Disbursement Process. Getting Scan images in the system need to verify the client details.

-Working on Rush and Escalation work item.

-Sending illustration, replacement notice letter, 1035 exchange policy.

-Processing, validation of claims through Costing & Quoting Analysis reconciliation.

-Complete all task within defined AHT, maintaining efficiency and accuracy.

## CONTACT

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Maharashtra

in <https://www.linkedin.com/in/deepika-choudhary-a40964111>

## SKILLS

Analytical Skills

Microsoft Excel Used to CSW, Oracle  
IPM, Microsoft Office, 2010

Interpersonal communication skills

System Analysis

Well versed with MS Office and other  
software's like Adobe.

Fast Learning

Writing Skills

Adaptability

Understanding Fundamental of  
Insurance.

## LANGUAGES

English

Hindi

Marathi

## PERSONAL DETAILS

Marital Status : Married

Gender : Female

Place : Pune

## EDUCATION

North Maharashtra University

2018

MBA  
57.22%

North Maharashtra University

2015

BBA  
53.3%

CBSE

2011

12th  
48.83%



## INTERESTS

Singing

Meditation (Vipassana)

Cooking

Deepika

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