

## CURRICULUM VITAE

Mrs. Gomathi .G

Mobile No: 7358647746

Mail ID : [gomathi679@gmail.com](mailto:gomathi679@gmail.com)

122

No. 11/13, Kalaingar Street,

Panchatcharam Nagar,

Chinnapanychery, Chennai - 600

---

### **CAREER OBJECTIVE:**

Seeking a position to utilize my skills and abilities in the organization that offers professional growth while being resourceful, innovative and flexible and want to see the organization at the apex.

### **PROFESSIONAL EXPERIENCE:**

#### **Coordinator for TN State – TATA MOTORS FINANCE LTD FROM 14.02.2014 – TILL DATE**

- ❖ Monitoring the collections of Auction in all over Tamil Nadu region.
- ❖ Maintain the delinquency levels of the assigned portfolio in accordance with the Benchmark set.
- ❖ Handle collection processes, supervise the collection team/agency in achieving collection target.
- ❖ Co-ordination with various dept. Credit, Legal, Operation.
- ❖ Weekly and monthly reporting to direct State Head
- ❖ Participate in team planning meetings
- ❖ Handling Existing customers And Introducing New Customers
- ❖ Co coordinating with the following MIS like Repo Vehicles, RC availability, Auction Sale with customers Interactions and NOC dispatch for entire Tamilnadu.

#### **PROCESS EXECUTIVE – INFOSYS – ( 02.04.2013 – 12.02.2014)**

- ❖ Creating purchase order in SAP tool & quotations
- ❖ Providing order status to US customers

- ❖ Updating dumps and MIS
- ❖ configuring special sales documents like case orders, rush orders etc

#### **ACADEMIC QUALIFICATION:**

- ❖ **Loyola college (PULC) – Nungambakkam , Chennai .**

M.B.A – Finance,with an aggregate of 71%,During 2013–2015

- ❖ **Meenakshi College For Women – Kodambakkam , Chennai .**

B.COM – General, With an aggregate of 80%, During 2010 –13.

- ❖ **Sarojini Varadappan Girls Higher Secondary School – Poonamallee.**

12<sup>th</sup> STD , With an aggregate of 80%, During 2008 –10.

- ❖ **Somasundaram Chettiyar Government Hr Sec School.**

10<sup>th</sup> STD, With an aggregate of 60% , During 2007 –08.

#### **COMPUTER SKILLS:**

- ❖ SWIFT Net Connect ( MS – Office)
- ❖ Tally ERP – 9

#### **TECHNICAL SKILLS:**

- ❖ Type Writing – Lower (English) – First Class with distinction.

#### **EXTRA CURRICULAR ACTIVITIES:**

- ❖ Participating in Sports & Games.
- ❖ Organizing Cultural Events.
- ❖ Listening Songs.

#### **PERSONAL PROFILE:**

Name : G.Gomathi

Father' s Name : P.Govindasamy

Date of Birth : 25.09.1992

Marital Status : Married

Languages Known : English and Tamil

**DECLARATION:**

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

Place : Chennai

Yours

Faithfully

Date : 21.06.2019

(G.GOMATHI)