

## RESUME

**Name : DEEPAK .S. KANOJIYA**

**E-mail : dkroy9820@gmail.com**

**Mobile : +91-9820922269**

### OBJECTIVE

To work in a challenging and competitive work environment, to contribute the best of my.

Ability towards the growth of development of a progressive company and to fully utilize My industrial, interpersonal and academic skills to pursue a challenging and rewarding Career.

### PERSONAL DETAILS

**Father's Name** : Mr. Shyam Kumar Kanojiya

**Date of Birth** : 06<sup>th</sup> March 1999

**Address** : Room no.83, Mhada Conoly,  
Near Royal Park, Navre  
Nagar Ambernath (e) 421501.

**Sex** : Male

**Marital status** : Single

**Nationality** : Indian

**Languages Known** : English, Hindi & Marathi

### EDUCATION PROFILE

COURSES	INSTITUTE / COLLEGE	UNIVERSITY / BOARD	PERCENTAGE	YEAR
B. COM	ST PAUL DEGREE COLLEGE	MUMBAI BOAR	56%	2018-21
H.S.C	DALMIA COLLEGE	MUMBAI BOARD	54%	2015-16
S.S.C.	ANUDATTA VIDYALAY	MUMBAI BOARD	58%	2013-14

### WORK EXPERIENCE

1. COMPANY : IDFC FIRST BANK Pvt.Ltd

DESIGNATION : FINANCE EXECUTIVE

DURATION : OCT 2019 TO JULY 22

**Job Profile:**

**Finance executive is responsible for the following :**

- 1 FILL THE CUSTOMER FORMS IN IDFC PORTAL.
  - PARTICIPATE IN FINANCIAL AUDITS.
  - MANAGE ACCOUNT DATA.
  - PROCESS INVOICES.
  - UPDATE INTERNAL SYSTEM WITH FINANCIAL DATA.
  - MAINTAIN APPROVAL AND REJECTION RECORDS.
  - COORDINATE WITH CREDIT DEPARTMENT.
- KYC ANALYSTS CONDUCT RESEARCH TO VERIFY INFORMATION.

2. COMPANY : WNS Global Services

:  
DESIGNATION : Sr Associated.

DURATION : July 2022 TO Present

**Job Profile:**

- 1 Invoice process in Oracle and MTI portal
  - Cross verify all invoices and tally.
  - Coordinate with client's.
  - Invoice payment process.

**DECLARATION**

I hereby declare that the information given above is true to the best of my knowledge and belief. The references for the same can be provided on request.

**PLACE :**

**SIGNATURE**

**DATE :**

**(DEEPAK KANOJIYA)**