

CURRICULUM VITAE

Mr. AJIT PANDURANG KAWADE

E-mail:ajitkawade1212@gmail.com

Mob. No.:7276119150

JOB PROFILE:

Organization: TATA Consultancy Services.

Job Profile: Senior Process Associate (Insurance)

Experience: 6 Years.

CTC: 257364 /-

KEY SKILLS & PERSONALITY TRAITS:

- Quick learner and team player.
- Committed to learning new skills and work well under pressure, Responsible and reliable.
- Problem solving ability.
- Punctual & Responsible
- Good Communication Skill
- Computer Knowledge In Tally Prime

WORK EXPERIENCE:

- **Name Of Company:** TATA Consultancy Services Pvt. Ltd.
- **Duaration:** 2012 To 2018
- **Designation:** Senior Process Associate (Insurance)

ROLES & RESPONSIBILITY:

- Checking personal information of policy holder.
- Work Allocation.
- Working on mail drafting
- Claim processing.
- Daily monitoring of policy

ACADEMIC DETAILS:

EXAM	UNIVERSITY/BOARD	MARKS (%)			YEAR OF PASSING
		SEM1	SEM2	AVG	
S.S.C	LATUR	-	-	60.00	2005
H.S.C	LATUR			54.50	2007
B.co m	AURANGABAD	--	--	55.50	2010
B.com Aggregate: -				55.50	

PERSONAL DETAILS:	
NAME:	<u>Mr. AJIT PANDURANG KAWADE</u>
D.O.B.:	26 th October 1990
GENDER:	Male.
MARITAL STATUS:	Married
NATIONALITY:	Indian.
CASTE:	General
PERMENENT ADDRESS:	At. Po. Washi Tal. Washi, Dist. Dharashiv Pin- 413503.
CONTACT NUMBER:	7276119150 / 7517057652
LANGUAGS KNOWN:	1. Marathi (Mother Tongue). 2. Hindi (Fluent). 3. English (Conversant).
HOBBIES:	1.Bike Riding 2.Travelling and exploring new places. 3. Reading books

UNDERTAKING

I hereby declare that the above written particulars are true to the best of my knowledge and belief.

PLACE: Pune

Mr. AJIT PANDURANG KAWADE.

DATE:

(SIGNATURE)

