RESUME

# CAREER OBJECTIVE

Interested in challenging & satisfying work position in a dynamic growth oriented organization, which will give me a better opportunity for growth.

## PERSONAL PROFILE

Name : Deepali Amit Patil.

Address : E-3/4, Prashant Sagar Co-op. Hous. Soc.,

Jaideep Naga, Bhandup (East), Mumbai- 400042.

Contact No. : 8422966935

Email Add. : [deepalideshmukh870@gmail.com](mailto:deepalideshmukh870@gmail.com)

Date Of Birth : 20th June 1987

Nationality : Indian

Maritul Status : Married

Lang. Known : English, Hindi, Marathi

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| EDUCATIONAL QUALIFICATION |
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| S.S.C. passed in March 2002 from Maharashtra Board with 1st Class. |
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| H.S.C. passed in March 2004 from Mumbai University with 1st Class. |
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| B.Com passed in March 2007 from Mumbai University with 2nd Class |

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# COMPUTER SKILLS

MS OFFICE, Internet, Tally 7.2.

### WORK EXPERIENCE

1. Currently working with **IDBI Bank Ltd.** in Trade Finance Dept as back office executive from April 2012 .

##### Responsibilities :-

Issuance of foreign letter of credit to the clients. Processing of Outward Remittances.

1. Worked with **Indusind Bank** in clearing dept. as back office exec. From March 2010 to April 2012.

##### Responsibilities :-

Handling MICR Inward & Outward clearing using chequemark for image based clearing.

Manual booking of cheques of Outward through core systems.

Checking micr inward & outward clearing report.

1. Worked **in Axis Bank Ltd** in Merchant Acquiring Dept. as back office exec. From period March 2008 to Oct. 2009.

#### Responsibilities :-

Scrutinizing merchant applications & documnents.

Capturing data in merchant acq. Software. This forms basis of all new EDC merchants.

1. Worked **in Chartered Acc Firm** as accounts assistant from July 2007 to March 2008.

**Responsibilities :-**

Filling of Income Tax Returns for Individuals, Part. Firms.

**Place : MUMBAI**

**Date : 24.11.2022**

Deepali Amit Patil