

# SATISH JAYSWAL

---

Address: PO: Sirounja, Rajendra Nagar, District: Shahdol (M.P.) 484110

Contact No.: 6263562726 | Email: satishjaiswal6263@gmail.com

## Profile Summary

Results-driven finance professional with experience in credit management and financial analysis. Adept at assessing creditworthiness, implementing financial strategies, and ensuring organizational growth through sound financial planning. Seeking to leverage skills in a dynamic organization to contribute to long-term success.

## Professional Experience

### Assistant Branch Manager

Annputna Finance (Nov 2024 – Present)

- ◆ Support the Branch Manager in daily operations and achieving business targets.
- ◆ Supervise and guide staff to ensure productivity and compliance.
- ◆ Monitor loan disbursements, collections, and portfolio quality.
- ◆ Handle customer queries, grievances, and ensure client satisfaction.
- ◆ Conduct field visits and strengthen customer relationships.
- ◆ Prepare reports and assist in audits, risk management, and compliance.

### Assistant Branch Manager

Svasti Microfinance (May 2023 to Oct 2024)

- ◆ Assist the Branch Manager in overseeing daily branch operations and staff performance.
- ◆ Support in achieving branch business targets for loan disbursements, collections, and portfolio quality.
- ◆ Supervise loan officers, field executives, and customer relationship staff to ensure productivity.
- ◆ Conduct client meetings, group formation, and community mobilization for microfinance activities.
- ◆ Ensure compliance with microfinance policies, RBI guidelines, and internal audit standards.
- ◆ Monitor loan utilization, repayment schedules, and minimize overdue accounts (PAR).
- ◆ Handle customer queries, grievances, and ensure a high level of client satisfaction.

### Customer Relationship Manager

Svasti Microfinance (Jun 2022 – Apr 2023)

- ◆ Develop and maintain strong client relationships.
- ◆ Understand customer financial needs and provide solutions.
- ◆ Manage loan/credit portfolios and ensure timely collections.
- ◆ Cross-sell and up-sell financial products.
- ◆ Resolve customer queries and grievances effectively.

- ◆ Ensure compliance with company and regulatory guidelines.

## Education

- PGDCA – Siddharth Institute Burhar (MCRPU) – 62.8% – 2022
- BA – APSU Rewa (M.P.) – 54% – 2021
- HSSC – MPBSE Board Bhopal (M.P.) – 55% – 2018
- HSC – MPBSE Board Bhopal (M.P.) – 56% – 2016

## Key Skills

- ◆ Computer Application
- ◆ Management
- ◆ Creativity
- ◆ Problem Solving
- ◆ Communication & Teamwork

## Personal Details

- Father's Name: Lt. Kallu Jayswal
- Mother's Name: Mrs. Manju Jayswal
- Date of Birth: 16/08/2001
- Languages: Hindi & English
- Nationality: Indian

## Declaration

I hereby declare that all the information provided is true and accurate to the best of my knowledge and belief.

**DATE:**

**SATISH JAYSWAL**