

PRATHAMESH KANEKAR

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28B/2804, Abhyudaya Nagar, Kalachowki, Mumbai,
Maharashtra 400033

SUMMARY

Assistant Manager with around 4 years of experience in Forex Operations, B2B Sales, Travel & Visa Services, and Accounting. Skilled in currency exchange, student remittances, corporate client management, and RBI/KYC compliance. Proven ability to drive revenue growth and maintain accurate financial & operational records.

KEY SKILLS

- Team Handling
- Communication
- MS Office - Excel, Word, Power Point
- Visa application processing
- Foreign Exchange Operations
- B2B Sales & Business Development
- Regulatory Compliance & KYC
- Travel & Visa Service
- Accounting & Finance Operations
- System & Tools Expertise
- Customer Relationship Management
- Operations Management

WORK EXPERIENCE

ASSISTANT MANAGER - OPERATIONS | April/2024 to August/2025 Master Tour Organisers Pvt Ltd. - Pune, India

- Led forex sales & operations across Pune for education consultants, corporates, FFMCs & banks.
- Managed forex transactions (currency exchange, forex cards, student remittances, bulk currency purchases & sale) and B2B corporate sales with KYC compliance.
- Oversaw visa processing, consulate coordination, & travel insurance arrangements.
- Handled billing, vendor payments, salary disbursements, & airline portal fund uploads.
- Maintained accurate forex & accounting records using **XL6 & ePrompt software**.

ASSISTANT MANAGER - OPERATIONS & SALES | January/2022 to February/2024 EbixCash World Money Ltd. - Mumbai, India

- Led forex sales & operations across Mumbai for education consultants, corporates, FFMCs & banks.
- Handled student Overseas remittances, corporate KYC, & consultancy code setups & all currency and forex card Transactions.
- Converted 1,500+ customers into forex transactions, driving revenue growth.
- Managed bulk currency purchases & Sale, group forex deals & ensured competitive rates.
- Maintained client databases & reports using **FX Plus & Excel**.
- Represented company at industry events (Qatar Forex Expo, Student Remittance Awareness).

BUSINESS DEVELOPMENT EXECUTIVE | May/2020 to June/2020 IEIBS Akademia Pvt. Ltd

- Field work at In and around Mumbai Region
- Cold callings to students for admission procedures and to resolve their queries
- Conducted counseling sessions for students and parents
- Handled seminars and meetings with senior management
- Visited more than 5 plus Graduation colleges & 15 Plus commerce classes with different specialization

ACADEMICS

Oriental School Of Business - Vashi, Navi Mumbai

PGDM, Marketing & Finance , May/2021

Percentage : 70%

DR. Ambedkar College Of Commerce & Economic - Wadala, Mumbai

B.Com, April/2019

Percentage : 55%

DR. Ambedkar College Of Commerce & Economic - Wadala, Mumbai

H.S.C, April/2016

Percentage : 51%

Shivaji Vidyalaya High School

S.S.C, March/2014

Percentage : 44.20%

ACHIEVEMENTS AWARDS CERTIFICATIONS

- Certificate of achievement for completion of Google the fundamentals of digital marketing
- Certificate of participation in webinar on GST smart taxation system organized by the department of BA in multimedia and Mass Communication
- Certificate of participation in talk on the topic 'unconventional career option in costing accounting and Finance through Global certification CMA' by SMT. Chandibai himathmal mansukhani college

EXTRA CURRICULAR ACTIVITIES INTERESTS

- Playing Cricket
- Table Tennis
- Travelling
- Bike Riding
- Listening Music

POSITIONS OF RESPONSIBILITY

- Team handling more than 8 employees
- Member of the Core Committee for Fresher Party, Sport Event, Entrepreneurship Event
- Active member for getting sponsorship in college

PERSONAL INFORMATION

- Date of birth: 04/27/1999
- Marital Status: Single

LANGUAGES

Marathi: First Language

Hindi:

C1

Advanced (C1)

English:

C1

Advanced (C1)