

# SUNITA MANOJ BHOSALE

---

Address: B-2/23, Mauli Society,  
Mhada, Malwani,  
Malad (W), Mumbai:400095

---

E-mail: bhosale.sunita84@gmail.com  
Mobile: 9821114656

## **Career Objective:**

To pursue a challenging career growth with oriented organization that offers opportunity for personal growth and career development in a professional working environment.

## **ORGANISATIONAL EXPERIENCE**

### **Ocwen Financial Solutions, Inc.**

**(FEBRUARY 2011-Till date)**

#### **Position: Specialist**

- Handling Lien Release Process to draft satisfaction.
- Research and review documents pertaining to mortgage.
- Perform quality checks for the process.
- Provide verbal and written feedback to the agents on the errors.
- Cross skilled in different process i.e. Satisfaction, Pretag.

## **Achievements**

- Received the best checker award on two occasions.
- Zero defects identified on the loans checked till date.

### **TVC Sky Shop LTD - Mumbai**

**(JUNE 2009 – FEB 2011)**

#### **Position: Order Processing executive**

- Working in TVC Sky Shop Ltd as order processing executive.
- Place the order of customer through online and make sure fulfill their requirements on time.
- Giving offer to the customer within the turn around time.
- Achieving individual as well as team targets on self motivation basis.

### **Centurion Bank of Punjab.**

**(AUGUST 2006- MAY 2009)**

#### **Position: Tele Calling Executive**

- Make calls to offer personal loans to two wheeler customers.
- Confirm customer appointment in the bank & follow up with the customer till the loan disbursement.
- Understanding the Banking concepts, exposure to Branch Banking Norms and also to loans like personal loan & Home loan.
- Analyzing customer status and their loan repayment capacity.

**Academic Qualification**

BOARD	SCHOOL/COLLEGE	UNIVERSITY	YEAR OF PASSING
S.S.C	Gandhi Vidhyalaya High School	Mumbai University	1999-2000
H.S.C.	S.N.D.T College	Mumbai University	2001-2002
B.A.	S.N.D.T College	Mumbai University	2004-2005

**Technical Skills**

- Completed MSCIT Course.
- Completed Typing Course 40 w.p.m.

**Personal details**

- Date of Birth : 10th July, 1984
- Marital Status : Married
- Languages Known : English, Hindi and Marathi.
- Hobbies : Cooking, Listening Music and Travelling

**Date:**

**Place: Mumbai**