

VIJAY NAG H

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Objective:

Seeking a challenging position in an organization and strive for excellence with dedication, proactive approach, positive attitude and passion towards the works that will fully utilize my skills and technical abilities in the best possible way for the fulfilment of the organizational goals and success.

Summary of Skills:

- Young, energetic and result oriented professional with expertise in **US Mortgage, Title Commitment.**
- Successfully developed academic projects, towards completion of academic curriculum.
- Excellent communicator with strong people skills, positive attitude and the desire to go the extra mile. Highly innovative, motivated and enthusiastic with a positive approach in everything I do.

Academic Qualification:

Course	Institution	Board /University	Year of Completion	Aggregate (%)
B.Com	Kempegowda Institute of Management Studies and Research (KIMSR)	BANGALORE UNIVERSITY	2014	58 %

Accounting skills:

General Accounting:	Business Transaction-Voucher, Book-Keeping(Journals, Ledgers)
Operating Systems:	Windows 7/XP/2000/98/2010
Others:	MS Office, Macros, Advanced Excel.

Areas of Interest:

- Core Finance & Accounting ➤ Finance/Business Analyst ➤ Accounts Receivable.
- Accounting Operations.

Recognition & Awards:

- ❖ Honored with **Best Performer** award in **2016-17** from **KSSPL** for getting the Quality more than 100% and
 - ✓ Recognized for ability to turn it around & finalize it on time.
 - ✓ Acknowledged by management for attention to detail & high potential of performance.

Experience 1:-

Company- Suprawin Technologies Pvt Ltd

Duration- 4-Jan-2014 to 04-Apr-2015 (**1 Year 3 Months**)

Designation- Data Entry Operator

Location - Bangalore

Description: - Data identifying & capturing of Various US Mortgage related agreements for various US banks, Loan lenders, debtors, Real-Assets owners etc. These documents would originally be in hard copy format and my responsibility would include identifying various data in such documents and creating its digital copy in the company's Software. The data would contain legal information related to Real-assets like the exact Book-Page in US Land records, the Block & Plot details, US Social Security Number.

Experience 2:-

Company- Knowledge Splice Services Pvt Ltd.,

Duration- 27-May-2015 to 15-Aug-2018 (**3 Years 3 Months**)

Designation- Senior Quality Analyst

Location- Bangalore

Description: - Its Completely a US Mortgage Process, should prepare the Title Commitment which includes Current owner Search, 30 Years Search by using the Applications like, Netro Online, Title Point., Citrix and Resware.

Personal Profile

- Date of Birth : 27 August 1992.
- Gender : Male
- Father's Name : Mr. Hamsaraj
- Nationality : Indian
- Marital Status : Unmarried
- Languages : Kannada, English, Telugu.
- Permanent Address : No 124, Shree Durga Niwas, 1st floor 2nd main road, R. R. Layout, behind
Pai Show Room, Kengeri main road, Nagadevanahalli, Bengaluru – 560056
- Hobbies : Singing, reading books.

I hereby declare that the above information's are true to best of my knowledge.

PLACE: Bangalore

DATE-

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