

REMEEZ SANIK

ASSOCIATE - FINANCE

HERE'S MY STORY:

I am working as an Associate - Finance in EXL Services for Hubbell Incorporated at Infopark Cochin, taking care of their deductions management system. In addition to this I have worked as an associate on behalf of ICICI BANK Limited under VARA UNITED LTD taking care of credit card operations. Besides I worked as a collection executive at Tahseel (Hadaf Al khaleej Debt Collection) agency in sharjah, UAE.

WORK EXPERIENCE

ASSOCIATE - FINANCE (AR)

EXL SERVICES

10 OCTOBER 2019 - PRESENT

- Account Receivables - (AR)
- Deduction Management
- Database Management
- Payback Requests
- Credit Processing
- Debit- Credit Offset
- Follow ups
- Reporting
- Data Processing
- System Application and Products (SAP)

TELE COLLECTION EXECUTIVE

TAHSEEL, HADAF AL KHALEEJ DEBT COLLECTION

11 APRIL 2019 - 24 JUNE 2019

- Payment Collections
- Debt Recovery
- Follow Up with the Customer
- Negotiation
- Settlements
- MIS Reporting
- Database management
- Portfolio Management
- Customer Relationship



TECHNICAL SKILLS

- Microsoft Office Package
- Common user applications
- Internet and media applications
- Operating Systems:
Windows all editions, MAC
- SAP ERP
- MS Excel

LET'S CHAT:

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PERSONAL INFORMATION

Nationality: Indian

Sex: Male

Date of Birth: 04th Nov 1996

Passport No: N4064603

Address : Arakkamaliyakkal(H)
Aroor.P.O,Cherthala
Alappuzha - 688534

PERSONAL SKILLS

- Time Management
- Ability to complete the task
- Enthusiasm and Personal Drive
- Attention to detail
- Willingness to learn
- Management and organisational skills
- Interpersonal Skills
- Team Work skills
- Initiative
- Flexibility
- Leadership Skills

PROFESSIONAL SKILLS

- Proven ability to gather, collate and use data effectively
- Customer Relationship Management
- Finance Management
- Coordination
- Meeting Targets
- Self Motivation
- Decision Making
- Time Management

LANGUAGES KNOWN

- English
- Malayalam
- Tamil
- Hindi

REFERENCES: AVAILABLE UPON REQUEST

JUNIOR ASSOCIATE

ICICI BANK LIMITED

07 MAY 2018 - 20 MARCH 2019

- Documentation
- MIS Reporting
- KYC verification
- Coordination
- Customer Relationship Management
- Application Processing

EDUCATIONAL INFORMATION

B.COM TRAVEL AND TOURISM - 2018

MAHATMA GANDHI UNIVERSITY (MGU)
KERALA, INDIA

HIGHER SECONDARY EDUCATION - 2015

HIGHER SECONDARY EDUCATION BOARD
KERALA, INDIA

SECONDARY EDUCATION - 2013

HIGHER SECONDARY EDUCATION BOARD
KERALA, INDIA

SOME EXTRAS

What is Data Science ? | **Coursera**

Essential Google Cloud Infrastructure | **Coursera**

Excel/VBA for Creative Problem Solving | **Coursera**

Google Cloud Platform Fundamentals | **Coursera**

Learning Cloud Computing | **Linkedin Learning**

Introduction to Graphic Design | **Linkedin Learning**

Learning AutoCAD | **Linkedin Learning**

Critical Thinking | **Linkedin Learning**

DECLARATION :

I hereby declare that all information's furnished above are true and correct to the best of my knowledge and belief.