# **Curriculum Vintage**

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# **CAREER OBJECTIVE**

A smart highly motivated, well presentable, well-spoken and persuasive, excellent, organizational, Inter-personal and communication skill well practiced in the principles of management by providing professional support. Activating team spirit among fellow workers and involving in teamwork.

## **SYNOPSIS**

- ➤ 12 years of Work Experience with various NBFC'S in the field of Collections.
- > An innate flair for accepting challenges and abilities in managing collection functions and achieving desired targets.
- An effective communicator with strong analytical, interpersonal, problem-solving skills.

## **EDUCATIONAL QUALIFICATION**

- ➤ B.A(Bachelor of ARTS(GEOGRAPHY HONS) in year 2001 from VINOBA BHAVE UNIVERSITY HAZARIBAGH
- ➤ I.A in year 1998 from B.I.E.C (Patna)
- ➤ 10<sup>th</sup> from **B.S.E.B** (Patna) in year 1996.

#### **COMPUTER PROFICIENCY**

➤ Knowledge of windows, Ms-Dos, Ms-office and Internet application.

#### WORKING EXPERIENCES

Organization - Poonawalla Fincorp Ltd. (Previously Named as Magma Fincorp Ltd.)

(01.09.2005 to Till date)

**Designation** - Manager, Recovery (90+ Bucket)

# **Responsibilities:**

- ➤ Allocation of cases to recovery executives on daily basis.
- ➤ Daily tracking & review of recovery executives.
- > Co-ordination with legal department for execution of legal tools.
- Liaison with various Police Stations for execution of legal tools & repossession.
- > Personal visit for high ticket size cases.
- Ensure proper networking in the region for smooth repossession process.
- Ensure maximum settlement subject to higher cash collection.
- ➤ Heading a team of seven recovery executives.

## PERSONAL INFORMATION

Father's Name Sri Nand Kishore singh

**D.O.B** : 24 Feb. 1982

Gender :- Male
Marital Status :- Married.
Nationality :- Indian

**Languages Known** :- English and Hindi.

**Strength** :- Hard Working, Efficient & Laborious. **Hobby** :- Travelling, Music and Playing Cricket.

Declaration: I do hereby solemnly affirm declare that the information provided above are true to the best of my knowledge and belief.

Date:-	
Place:- Hazaribagh	
	(SUNNY KUMAR