

# CURRICULUM-VITAE

AKARSH NIGAM  
SHASTRI-NAGAR  
GHATAMPUR- KANPUR- NAGAR  
PINCODE- 209206  
Contact No- 7380412444, 7007825092  
Email ID- akarsh2nigam@gmail.com

## Career Objective

To pursue a highly rewarding career, seeking for a job in challenging and healthy work environment where I can utilize my skills, knowledge efficiently for organizational growth & achieve success with positive attitude by utilizing the latest technology.

## Educational Qualifications

- ✓ Appearing LLB now 2<sup>nd</sup> Year.
- ✓ MBA completed in Banking & Finance ( 2020 )
- ✓ B.SC From Kanpur University ( 2015 )
- ✓ 12<sup>th</sup> from UP Board ( 2012 )
- ✓ 10<sup>th</sup> from UP Board ( 2010 )

## Computer Skill

- ✓ Knowledge of information technology
- ✓ Advance computer course of one year from Data Expert

## Interest

- ✓ Listening to music
- ✓ Playing Chess
- ✓ Traveling

## Experience

- ✓ Working in Poonawalla Fincorp Ltd. (Formally Known as Magma Fincorp Ltd.) as an Operation, Account & Customer Service Officer.
- ✓ Account and Administration responsibility: -
  - Responsible to timely payment to vendors.
  - Manage petty cash & Branch expenses.
  - Create voucher and send to H.O. for clearance as per company policy.
  - Responsible for daily cash and cheque received at Branch.
  - Receipting of installments and timely deposition of cash and cheque on daily bases.
  - Prepare DCR on daily bases.
- ✓ Operation and customer service responsibility: -
  - Working on Oracle for disbursement of New and Used Tractor , CAR , CV & CE.
  - Now working on Finnone for Used CAR disbursement.
  - Manage audit query clearance with H.O. team.
  - Handling PDD collection with help of business team & Updation in system.
  - Co-Ordinate with business & RCU team for early processing.
  - Checking credit approval before disbursement as per policy.
  - Maintain healthy relation among all vertical at branch level.

- Co-Ordinate with H.O. for customer related queries and closure of within TAT.
- Responsible for NOC issuance of closed cases.

**Strength:**

Sincere, hard worker, positive attitude, enthusiastic and quick learner.

Work effectively with diverse groups of people.

Team player with leadership skill and good work ethics.

Flexible & quickly adapt to new working environment.

Self-confidence and Multitasking.

Dexterity to grasp new ideas and relate them to a relevant fie

**Personal details**

Father's Name	:	SHRI Kuldeep Kumar Nigam
Date of Birth	:	15 August 1996
Marital Status	:	Single
Gender	:	Male
Language	:	English & Hindi (Read & Write)
Nationality	:	Indian

Date:-

Place: -

(AKARSH NIGAM)