

Kulvinder Singh

+91 -7408873000

Kulvinder.singh3@gmail.com

EWS-90 KAUSHALPURI COLONY, PHASE-II DIST-FAIZABAD – 224001
B-2202 Tident Embassy Bisrakh Greater Noida-201306

Deputy Operation Manager addressing operational issues, supervising operational team, educating operations team on best practices, developing and maintaining operational guidelines, assisting in interviewing and recruiting staff.



Professional Experience

10/2012 to till now

Customer Service & Operation Manager
Poonawalla Fincorp Ltd. (Formerly known as Magma Fincorp Ltd.) -Noida

- Joined as Operation executive in Oct'2012 & promoted as Operation Team leader in Feb'2017
- Managing disbursement of all products –Auto loan, Commercial Vehicle Loan, Construction Equipment Loan, Tractor loan, Home Loan & LAP
- Credit policy check
- Legal folder check with legal report & vaulting of docs
- Legal, technical & sanction condition check
- Track validation & credit history check
- TA file checking and processing with the coordination of HO team.
- Branch visit and audit for regulatory compliance checking.
- Managing 9 branches and training of all Ops staff of Delhi/NCR for smooth functioning.
- Good hold on all MIS and managed Internal Audit queries related to files
- Dealer and DSA code processing.
- Experience of Handling Cross Sale business & also achieved 3rd ranking among PAN India & rewarded by COO
- Managing customer grievance & resolution within TAT

06/2012 to 09/2012

Marketing Executive
Chola Business Services Ltd., Faizabad(Ayodhya)

- Marketing Under Retail Asset Segment.

Highlights

- Huge Experience in managing all Retail Asset Operations
- Ability to manage multiple tasks/projects and deadlines simultaneously
- Results-oriented
- Revenue generation
- Ability to motivate staff and maintain good relations
- Resistance to stress

Education

- **Bachelor of Arts**, Dr.Ram Manohar Lohia Awadh University –Faizabad (2011)
- **HSC**, UP Board (2008)
- **SSC**, UP Board (2005)

Hobbies

- Listening Songs & Driving Bike.

Personal Particulars

Date of Birth	:	25th Nov 1989
Languages Known	:	Hindi,English
Marital Status	:	Unmarried
Father's Name	:	S.Harjeet Singh
Nationality	:	Indian
Sex	:	Male

References

- Durgeshwar Rai(RSM)-
Cholamandalam
Contact No-9919825293
- Rohit Prakash(RBH) -India
Shelter.
Contact No-9838641264

I hereby declare that the information provided above is true to best my knowledge and belief if any information is found to be false it will disqualify me.

Date:-

(Kulvinder Singh)