

# **RESUME**

**DIBYENDU SEKHAR BHATTACHARYA**

**Contact No:- 09804620163**

**E-mail :- dibyenduchin@gmail.com**

## **Personal Profile:**

- *Excellent organizational skill*
- *Proven time management skill, ability to meet given target and dead line.*
- *Highly developed communication and interpersonal skill.*
- *Committed and dedicated teamplayer.*
- *Self motivated and able to implement new process and ways of working.*

## **Experience**

### **Profile Summary:**

*Approx. 16 years of experience in areas of Credit & Operations (Car,CV,SME, Auto Leasing)*

**Present Organization:** - **Poonawalla Fincorp Ltd.** *(Formally known as Magma Fincorp Ltd) 5th Floor, Block - 4A, Ecospace, Kolkata – 700156. From Jun'2008 to October'2021 as a Senior Executive in HO Operations. At present looking after Auto Lease Div. From November 21, I have been transferred to Pune office as HO has been shifted Kolkata to Pune.*

### **Key Responsibilities:**

- a) **Disbursement of credit request.** *During managing this process checking of offer Rate & LTV with credit health, KYC & Other docs are manage within stipulated TAT.Looking after customer ACH mandate & collateral's & after processing submitting the instruments to concern department for further process.*
- b) **Billing Generating.** *In Auto Lease Operation – Billing generating is almost vital job, need to reconcile entire A/Cs before sending rental billing statement to Client. Also generate Closure/Foreclosure invoices at the end of the loan book.*
- c) **Other Jobs.** *Compliance meeting for Goods and Service Tax at Invoicing Level, coordinating with Central Accounts Team & Taxation Team. Reconciling of Manufacture Discount, OPE etc.*

**Previous Organization:** - **Guha Roy & Associates** (CPA of ICICI Bank )  
Kareya Road, Kolkata – 700026. From Nov 2005 to May 2008 as a **Executive**

**Key Responsibilities:**

- 1) Checking OTS and NOTS credit files.
- 2) After solving discrepancies approve files in system.
- 3) Checking PDD as per ICICI policy
- 4) Sending MIS after securitization.

**ACADEMIC QUALIFICATION**

- ❖ **Passed BCOM (H) from Burdwan University, Burdwan, 2002**
- ❖ **Passed Higher Secondary Education under W.B.C.H.S.E, 1998.**
- ❖ **Passed Secondary Education under W.B.B.S.E, 1996.**

**PERSONAL DETAIL**

<b>Father's Name</b>	<b>Kamakshya Bhattacharya</b>
<b>Date of Birth</b>	<b>02-11-1979</b>
<b>Marital status</b>	<b>Married</b>
<b>Language Known</b>	<b>English, Hindi &amp; Bengali</b>
<b>Nationality</b>	<b>Indian</b>
<b>Permanent address</b>	<b>S/o Kamakshya Bhattacharya Barabazar (Near Dutta Lodge) Chinsurah, Hooghly. Pin: - 712101 WEST BENGAL INDIA</b>

**All the above information furnished by me is correct.**

**Dibyendu Sekhar Bhattacharya.**