

Subhash kumar kushwaha

Father's Name:- Ram sewak mahto

Vill Chano po oriya ps muffsil Dist Hazaribagh

MOBILE - 09162456672, sksubash75@gmail.com, DOB-15/06/1990

MANAGEMENT PROFESSIONAL

OBJECTIVE: To pursue a challenging career and contribute to the growth of the organization. Utilize my inherent skill & Experience for the development of self & the Organization.

EMPLOYMENT DETAILS

TOTAL YEAR OF EXPERIENCE 10 YEARS 10 Months

PROFESSIONAL EXPERIENCE

Magma Fincorp Ltd as Ops Officer at Jhmritelaiya (Jharkhand) - From Jan-2012.
Transfer 2017 from :- Hazaribagh location (Home location).

KEY FUNCTION

- Processing daily **enquiry** login in system in time.
- Processing of daily Login and Disbursement of entire Branch Location assuring proper **TAT** adherence.
- Ensuring that all the Disbursement and other related activities is done within stipulated turnaround time.
- Follow up to FI team for **FI** on proper time.
- Checking Loan Borrower documents and ensuring compliance for the same as per Company rules and product guidelines.
- Verifying the profiles of prospective borrowers through various methods such as RBI defaulters list, internal de dup, External de dup, Experian etc.
- Resolving queries through proper coordination with the **sales** and **credit** team.
- Maintain **TAT** for disbursement.
- Collect RC, Invoice
- Follow up to sales for **Pre sanction** and **post sanction** docs in time.
- Prepare Broker and DSA invoice in time and send it to HO.
- Resolve the quires Customer related issue as soon as possible from my end like.
- NOC Issuance
- Accounts
- Admin related query.

EDUCATIONAL QUALIFICATION

- **Graduate with Arts from V B University Hazaribagh 2011.**

COMPUTER PROFICIENCY

- Operating (DOS, WINDOWS, MS office- (Word, Excel, power point, Access), Internet,

HOBBIES

- Playing cricket, walking & listing music.

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Date and Place:-16 Nov 2022