**Mail ID:harikrishnak1438@gmail.com Harikrishna Reddy K**

**Mobile: +91 9381912902**

**Career Objective**

Looking for a position with good technical exposure and opportunity to learn and work on new technologies.

**Professional Summary**

* Efficient mortgage professional with a **1.5 years of experience in US MORTGAGE PROCESS** working in closing processing and preparing final documents as a loan closer, Loan setup, closing and funding activities and more that offers a unique understanding of all aspects of real estate transactions.

**Educational Profile**

* B.A from Sri Venkateswara University.
* Intermediate from Board of Intermediate Education.
* SSC from Board of Secondary Education.

**Work Experience**

* Currently working as a **Analyst. in Future ware Technologies Pvt Ltd.**  (Bangalore)
* Process : Closing
* Designation : Analyst

**Technical Skills**

Operating Systems : Windows.

Good type writing skills, Comfortable in working with MS Word, MS Excel, MS PowerPoint

**Core strength**

* Good communication skills gained through my career
* Capability of understanding & solving complex issues
* Quickness in learning new things
* Ability to work accurately and pay attention to details
* Excellent team player

**Responsibilities:**

I handled FHA, VA, Conventional and Full doc files.

I have full pledge knowledge of Credit Report Fee and Appraisal Fee

Verifying the relevant documents and review the signature for all loan processing.

Handling different types Commercial Loans based on the request

Raising online request for new and updated documents.

Ensuring compliance to rules and regulations of the bank including latest updates and notifications; reviewing documents as per bank guidelines

Citing exceptions for the missing/incorrect documents and sending exception report to relationship manager to get new/updated documents

M S Excel various report generation.

**Personal Details:**

Full Name :Harikrishna Reddy K

Father’s Name : Narayana Reddy K

Date of Birth : 07/May/1997

Gender : Male

Marital Status : Unmarried

Languages known : English and Telugu

**Decleration:**

I hereby declare that the mentioned information is true to best of my knowledge and belief.

**Place:   
Date:**

### HARIKRISHNA REDDY K