**Yatendra Kumar Jain**

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C/O, Bijendra Jain, B-204, New Ashok Nagar, Delhi, 110096

Looking forward to steady growth towards achieving expertise in related functional area that will build my skills and provide scope for upward movement. Tend to learn & contribute to the organization objectives around service delivery, process excellence.

**Professional Experience**

Since Sep. 2014 till date with **IGATE Global Solutions Limited Noida.**

Since Jan.2014 to August 2014 with **Param Technology Jaipur**.

**Brief background of company:-**

IGATE is a global leader in providing integrated technology and operations-based solutions, headquartered in Bridgewater, New Jersey. As a trusted partner to corporations in North America, Europe and Asia Pacific, IGATE provides solutions to clients' business challenges by leveraging its technology and process capabilities, underwritten by an understanding of domain and industry imperatives. With revenues over US$ 1.2 billion, and a global employee talent capital of over 33,484, we offer productized applications and platforms that provide the necessary competitive and innovation edge to clients across industries, through a combination of speed, agility and imagination. At a time when the technology landscape is changing dramatically, we believe that these three attributes will be the key guiding principles for us to navigate our way to higher value for all our stake holders.Capgemini announced the acquisition of [IGATE](https://en.wikipedia.org/wiki/IGATE), a New Jersey-based provider of integrated technology and operations-based solutions. The combined group was reported to have over 179,000 employees.

**Job Profile: -**

**Working as a System Associate (CHCS TPA Inspro Platform Modernity)**

**Details:-**

* Working for IGATE (New Jersey US) all Bank reconciliation activities.
* Developing macros by using advance Excel concept and VBA.
* Preparing MIS Report and Reporting to Client. (Monthly, Weekly and Daily etc)
* Automation of the process.
* Maintaining macros according requirements, changes in macros if there is any change in input, output or process.
* Company providing Business Outcomes-based solutions   
  and offers TPA services through its wholly owned subsidiary, **CHCS** Services Inc.
* Developed user friendly Applications and Improving new features in old macros.
* Developed Supervisor Feedback Report tool, Consolidation macros etc
* Coding Exceptions and assigning to the respective Department. And follow up on Breaks to ensure they are researched and resolved on time.
* Suggesting new ideas and escalating the problems faced in day to day services.
* Addressing and solving the entire queries of custodian and Portfolio Manager via mails.
* Service Plan with a schedule for continual monitoring throughout your policy term.
* Providing detail information to the Portfolio Manager regarding all the balances and cash breaks.
* Claim Process, leading provider of an innovative, out-of-the box policy administration system.

**Applications Known**

* VBA (Visual Basic for Application)
* Strong knowledge of Microsoft Excel, Microsoft word.
* Facets Duplicate, Inspro,Aflec.

**Academic Credentials**

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| --- | --- | --- | --- |
| **Degree / Certificate** | **Year of Passing** | **University / Board** | **Class / Percentage** |
| M.C.A | 2013 | Pune University | First Class |
| B.C.A. | 2010 | Rajasthan University | First Class |
| H.S.C. | 2007 | Rajasthan Board | First Class |
| S.S.C. | 2005 | Rajasthan Board | Second Class |

**Computer Skill**

|  |  |
| --- | --- |
| **Languages** | C, C++, VBA |
| **Web Technologies** | HTML, VBScript,Asp.net |
| **Databases** | MS-Access, SQLServer 2005, 2008. |

**Special Achievements**

* Achieved First ‘Kaizen award for "To copy and store the text in MS-Word files from PDFs".
* Achieved Second ‘Kaizen award for “Convert image docs into editable word files”.
* Participated in and Sports Competitions in organization.

**Personal Skill**

* Good logical and analytical skills.
* Ability to troubleshoot and correct data inconsistencies.
* Ability to communicate technical information effectively.
* Goal-oriented and ability to work independently.
* Punctual and Good in finding innovative ways to complete task.

**Personal Details**

Date of Birth : 30 Dec,1990.

Marital Status : Single.

Gender : Male.

Permanent Address : C/o, Bijendra Jain,Vardhman Nagar Hindaun City

Dist-Karauli,Rajasthan.

Languages Known : English, Hindi.

Hobbies : To learn new things, making friends & travelling.

Nationality : Indian.

Contact No : +91-9718690360

I hereby declare that the information provided above is factually true and correct to the best of my knowledge and belief.

**Place: Noida**

**Date:** (**Yatendra Jain**)