

# VINOD MATHUR

## SENIOR PROCESS EXECUTIVE

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### SUMMARY

Motivated and detail-oriented mortgage professional with extensive experience in the U.S. mortgage industry, specializing in loan origination, underwriting, servicing, and foreclosure management. Proficient in industry tools like MSP and Black Knight, with a strong understanding of regulatory compliance and risk assessment. A results-driven team player committed to continuous learning, problem-solving, and enhancing borrower experience. Focused on operational excellence, timely project execution, and contributing to business growth through exceptional customer service and strategic support.

### PROFESSIONAL SKILLS

Loan Origination & Processing	Underwriting & Credit Analysis	User Interface Design
Problem Solving & Critical Thinking	Team Collaboration & Leadership	User Experience Design

### WORK EXPERIENCE

UI UX DESIGNER INTERN

( 04/2020 - 05/2021 )

Doomshell Softwares PVT. LTD.

- Developed graphics for site pages following branding guidelines and best practices.
- Optimized site visuals and information processing by allocating space strategically.
- Worked closely with UX and product teams to define visual and functional requirements.
- Developed application UIs via emerging front-end technologies.

SENIOR PROCESS EXECUTIVE (US MORTGAGE)

( 06/2021 - 04/2024 )

Infosys Bpm Limited

- Loan Origination: Loan officers educate borrowers, assess eligibility, and Collect applications.
- Processing: Loan processors verify borrower documents, order third- party services, and prepare files for underwriting.
- Underwriting: Underwriters evaluate risk, verify creditworthiness, and approve or deny loans.
- Closing: Final loan documents are prepared, signed, and funds disbursed.
- Servicing: Payments are collected, escrow accounts managed, and customer inquiries addressed.
- Delinquency Management: Borrowers in default are offered loss mitigation options like loan modifications or forbearance.
- Foreclosure: For unresolved delinquencies, foreclosure specialists initiate proceedings, manage auctions, or handle REO properties.

UI UX DESIGNER

( 08/2024 - Current )

Azzunique Software PVT LTD.

- Design user-friendly and visually appealing interfaces for web and mobile.
- Conduct user research, testing, and gather feedback to improve usability.
- Create wireframes, prototypes, and design systems for consistency.
- Collaborate with developers and stakeholders to deliver seamless experiences.
- Ensure accessibility, responsiveness, and modern design standards.

EDUCATION

BACHELOR OF COMPUTER APPLICATION Maharishi Arvind Institute of Science and Management	( 06/2017 - 12/2020 )
HIGHER SENIOR SECONDARY EDUCATION R.B.S.E Board	( 06/2014 - 06/2015 )
SENIOR SECONDARY EDUCATION R.B.S.E Board	( 06/2013 - 05/2014 )

CERTIFICATION

COMPUTER HARDWARE & NETWORK ADMINISTRATOR - CHNA IANT - Institute of Advance Network Technology	( 07/2015 - 05/2017 )
ANDROID APP DEVELOPMENT Dzone Software Training Institute	( 07/2020 - 05/2021 )
T100 MORTGAGE BANKING CERTIFICATION Infosys Bpm Limited.	( 06/2021 - 09/2021 )

LANGUAGES

• HINDI	●●●●●
• ENGLISH	●●●●●

HOBBIES

- SINGING
- DACING

AREA OF INTEREST

• User Interface Design	●●●●●
• User Experience Design	●●●●●
• Mortgage Loan Processor	●●●●●
• KYC / AML verification	●●●●●
• Data Analysis	●●●●●
• Computer Network Administrator	●●●●●
• Buisness Process Management	●●●●●