

**Prachi Diwate**

DOB: - 09/05/1995

Email: diwateprachi620@gmail.com

Address: Building No. 41/32, Nandagiri – Navre nagar, Ambernath(E)

Phone No. 9168809583

**Professional Objective**

To pursue an intellectual and challenging career and looking for a dynamic position in the reputed organization where my experience, education and communication skills will let me making a direct contribution as well as an essential part that can be innovated for the success and growth of the company.

**Education Details**

ACADEMIC CREDENTIALS			
Degree	Institute, Location	CGPA/ %	Year
PGPFS	ITM University	77%	2019
BMS	K.D COLLEGE	71%	2018
12th	K.D COLLEGE	47%	2014
10th	M.M.M SCHOOL	52%	2012

**Technical Qualification and Additional certifications**

- Finance (Specialization) - Certification
- Technical Qualification- MS- CIT

**Extra-Curricular Involvement and Positions of Responsibility**

- Playing Badminton

**CURRENT EXPERIENCE**

- **COMPANY NAME:** HDFC BANK Ltd
- **Department:** Personal Loan
- **Grade:** Assistant Manager
- **Designation:** Credit Manager
- **Duration:** March 2022 – still working
  - ✓ Understanding requirements of customers and structuring the proposal as per the customer requirement
  - ✓ Preparing of CAM

- ✓ Checking basic eligibility of customer
- ✓ Giving updates to credit Head and sales Head team primary assessment and analysis of reason of nonstarters cases (case doable or not)
- ✓ Recommending of loan proposal as per the approval matrix
- ✓ PD with salaried customer
- ✓ Maintain TAT, PAR as per case login

## PREVIOUS EXPERIENCE

- **Company Name:** Shriram Housing Finance Limited –Mumbai
- **Position Title:** Assistant Manager – Credit Administration
- **Duration:** April 2019 to May 2021
  - ✓ Preparing of CAM
  - ✓ Checking basic eligibility of customers
  - ✓ Doing credit visits and understanding business model, Production capacity of the customer
  - ✓ Analyzing balance sheet & bank statements, preparing CAM
  - ✓ Maintaining the excel MTD data's & login MIS
  - ✓ System sanction handling
  - ✓ System entries till post sanction stage
  - ✓ FI initiate, follow-ups and maintained MIS for TAT
  - ✓ PDD- as per checklist documents are arranged and checked for disbursement
  - ✓ PD with salaried customers

## Personal Profile

**Fathers Name** : Kiran Diwate

**Mother Name** : Savita Diwate

**Gender** : Female

**Date of Birth** : 9<sup>th</sup> May 1995

**Nationality** : Indian

**Languages Known** : Marathi, Hindi, English

**Marital status** : Unmarried

# Declaration

I consider myself familiar with Management Aspects. I am also confident of my ability to work in a team. I Prachi Diwate hereby declare that the information furnished above is true to best of my knowledge and belief.

**Place:**

**Date:**

**(Prachi Diwate)**