

RESUME

Name:

Dhaval Baban Khose

Email:

dkhose007@gmail.cpm

Contact. No:

+91 9326971911

Present Address

Room no-201, shengrila
chs,usrli panvel,raighar,
Panvel navi Mumbai,410221

Permanent Address

Room no-201, shengrila
chs,usrli panvel,raighar,
Panvel navi Mumbai,410221

Personal Information

Date of Birth: August

14,1990

Sex: Male

Nationality: Indian

Marital Status: Married

Languages Known :

To Speak :

Hindi, Marathi & English

To Write :

Hindi, Marathi & English

Objective

Seeking a position to utilize my skills and abilities in the Financial sector that offers professional growth where I can apply my skills, hard work and efforts to grow up with the finance and to be successful in my carrier, while being resourceful, innovative and flexible

Personal Traits**Team and Interpersonal skills**

Innovative and Quick Learner. Ability to work independently, as well in team

Having good interpersonal, analytical & communication skills

Self motivated, extremely receptive to new ideas and learning.

Academic Chronicle

Course	School / College	Board	Year of Passing	Aggregate
PGPHF	ITM institute Mumbai	Mumbai	2018	Completed
Bsc	Venkteshwar institute	Mumbai	2015	70%
HSC	PES college Mumbai	State Board	2008	47%
SSC	New English school	State Board	2006	58.33 %

Technical Expertise**Computer Knowledge**

Having good knowledge in computers like Microsoft Office, (Word, Excel, VLookup and Outlook), Collection Software & Finnone

Career Profile 1

Organization : Hero Housing Finance LTD
Branch : vashi Navi Mumbai
Designation : Collection Manager
Department : Collection
Experience : 6 Month (Jan 2021 – Till Date)

Career Profile 2

Organization : AAdhar housing finance Ltd
Branch : Kamothe (Navi Mumbai)
Designation : Collection Manager
Department : Collection
Experience : 3 Years (SEP 2017 – DEC 2020)

Career Profile 3

Organization : Amazon
Branch : Vashi (NaviMumbai)
Designation : store support associate
Department : Operation
Experience : 3 years (Nov 2014- DEC 2016)

Products handling

- Home Loan & mortgage Loan

Highlight Of Qualifications

- Completed certificate course of **PGPHF (Post Graduate Program in Housing Finance)**
- Successful supervisory and management experience
- Highly effective in analyzing work flow and communication patterns, to maximize effectiveness of the work
- Having Exceptional communication and interpersonal skills
- Strong analytic and problem solving abilities

Roles & Responsibilities:

A) Collection Agency Management: Agency Appointments, Receipt Book Tracking, Periodical Review, Productivity of FOS, Leadership Skill etc

- Achieving 95% target as proposed.
- Coordinating with the other products and internal teams inside the organization
- Collecting daily payment details from agency and report it to BCM
- Reviews will be done twice in a week and also daily basis commitments on given targets.
- Special Monitoring of High value cases, reviews will be done on twice in a week basis on the same

- Targets assigning will be done to all Agencies on monthly basis(beginning of the month)
- Receiving the case wise feedback from Agencies and Upload Trails in Software twice in week.
- Maintained all collection department documentation need for auditing
- Coordinating with legal team for Initiating legal action against the defaulters for recovering money

Preference

Area of Interest: Financial Services, Banking, Risk Control Unit

Location Preferred: Mumbai

Reference

Mr.Suresh Kalingan

Area Collecton Manager

Aadhar housing Finance Limited Mumbai

Cell +91 9004355499

Mr. Navneet singh

Pan India Collection officer (HO)

Aadhar Housing Finanace Limited
Mumbai

Cell +91 7709975901

Declaration

I hereby declare that the above furnished information is true to the best of my knowledge.

Date:

Place: Navi Mumbai

Yours Faithfully,

Dhaval Khose