

**Rupesh A Bhongale**

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Address : Kandivali (West), Mumbai

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## **BRIEF PROFILE:**

Experience in Payout Process

Competencies in MS Excel , MS Word, Good analytical skills ,MIS, Data management & Business Initiatives.

Self-motivated, Positive attitude towards work & Good Learner.

## **PROFESSIONAL EXPERIENCE**

**Worked with Hinduja Global Solutions International Private Ltd as Finance Executive from Feb'2015 to Jun'19.**

- Worked in Axis Bank Project
- Process payment of axis Bank employee reimbursement like travelling expenses, meeting expenses.
- Checking and verifying their documents and complete there joining formalities.
- Send employee document kit to bank head office
- Maintained data of employees.

**Worked with Mangal Credit Fincorp Private Ltd as Finance Executive from Jul'19 to Dec'21.**

- Worked in SME Department.
- Checking and verifying all KYC of clients
- Post Verification all details case details punched in system
- Preparing report of who are not paying EMI or interest, and call them and inform after that prepare notice and send to client.
- Sending notice to clients where clients not responding.

**Working with Nuvama Wealth And Investment Limiteed (Edelweiss Broking Ltd) as Associate from Dec'21 to Till Date**

- Processing Payout of GST to Connectors post Verification
- Connect with vendors and process the payment.
- Maintaining and Process to Payout of General Insurance, Life Insurance, SGB and RBI Bond.
- Processing payments for Connectors almost 200+ each Month with TAT and Accuracy ( Whole payment process handle start to end )
- Preparing Revenue file for Business Dashboard.
- Resolving and co-coordinating product and sales related queries PAN India.

**EDUCATIONAL DETAILS:**

<b>Qualification</b>	<b>Board / University</b>	<b>Passing Year</b>
B.com ( Banking and Insurance	Mumbai University	Jun-14
H.S.C.	Maharashtra Board	Jun-11
S.S.C.	Maharashtra Board	Jun-09

I hereby declare the above details are true and correct to the best of my knowledge. It would be pleasure working in your firm.

Date:

Yours Faithfully