

SUYASH SANDEEP TELI

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Pune, Maharashtra, India.

Carrer Objective: -

To get an opportunity where I can make the best of my potential and contribute to the organization growth.

Education Detail: -

Qualification	Institute / University	CGPA / %	Year
MBA	SPPU	Appeared	2024 – Waiting for result
B.COM (A&F)	Mumbai University	8.15	2021
HSC	Maharashtra Board	70.15	2018
SSC	Maharashtra Board	73.60	2016

Work Experience & Internship: -

1. CMA Mandar Jadhav & Associates – Finance Intern

Mar 24 – Apr 24

- Registration of ITR, GST, E-way bill and Firm. Doing purchase and sales entries.
- Filing of GSTR 2B, GSTR 3B and ITR. Meeting clients and solving their doubts.
- Documentation work and administration work. Gained some extra knowledge from this internship.

2. HDB Financial Services – Sales Intern

Aug 23 – Nov 23

- Project Title: - “Analysis of Financial Statement with Reference to HDB Financial Services”
- Worked as a sales intern in a shop provided by company. Communicated with many people.
- Handling customers for information about the service provided. The segment was of Consumer Durable Goods. Leads were generated through the interaction with people. The team was of 3 employees.
- Cross selling was also done. 20% of the total loan filing was done by me in this period.
- All the work from start of loan to disbursement of loan was seen by me in the shop, all the process was done through a mobile app.
- Made a black book project on this internship work which concludes that the company is growing year on year basis with a good profit and revenue.

3. TJSB Sahakari Bank Ltd – Trainee Officer

Aug 21 – Nov 22

- Joined bank as a trainee officer from campus placement after completing my degree. After joining the cashier position was given mi to handle. It was a tough job at start, as it everything was new to me.
- Working as a cashier for 2 to 3 months I got to know everything about it and also learned new things as the time passed. Communication with customers. Exchange of money with proper receipt.
- Handled ATM recycler machine, it was deposit and withdraw machine. We used to loadin cash and loadout cash from machine. If there was any issue with customer of ATM I used to resolve it. There was a book which shows the tally of ATM on daily basis. ATM used to be tally most of the time.
- Debit and Credit of cash in particular account. If there is difference in cash learned to tackle it by my skills. The cash counter was closed 90% on time during my period. Also tackled surprise visits.
- I also know how to give a passbook entry and how to tackle gpay transactions customer. Default repays.
- Cross selling of Insurance (2) and Mutual Funds (15-20) to customers on cash counter.
- Simultaneously other branch work was also known to me. Basics of loan, processing of loan documents, KYC, AML. I also carried out the process of CKYC. Gold loan is the easiest of all loan process.
- Operation work such as Account Opening, FD, RD, etc. was also done by me. Cheque clearing through machines and by hand. Reading of balance sheet and record keeping of each head.
- Targets were given to me while working which I used to finish it in time. I was also rewarded by Branch Manager and Mutual Fund team. Transactions such as NEFT, RTGS, Fund transfer was also done.

4. CA Bhushan Chodankar & Firm – Accounts Intern**Sep 20 – Oct 20**

- Done data entry of bank statements of small business and individuals. Visiting and meeting clients.
- Administrative work of maintain files. Develop typing speed through data entry. Got to know about tally

Certifications: -

- | | |
|-------------------------------|--|
| 1. JAIIB | 6. Basics of Innovative Financial Services |
| 2. NCFM (5 modules) | 7. Basics of Financial Modelling |
| 3. Power BI | 8. HRCF |
| 4. Basic of Advance Excel | 9. TALLY |
| 5. Basic of Digital Marketing | 10. MS-CIT |

Skills: -

- | | |
|--------------------------|---------------------|
| 1. Analytical Thinking | 7. Adaptability |
| 2. Problem Solving | 8. MS Office |
| 3. Knowledge Acquisition | 9. Finance |
| 4. Teamwork | 10. Accounts |
| 5. Interpersonal Skill | 11. Decision making |
| 6. Attention to Detail | 12. Leadership |

Accomplishments: -

1. Attended BPE, NEP Program in IICMR.
2. Volunteer for Pandharichi Vari for Plastic free Vari which organized by ECA (Environment Conservation Association).
3. Participated in UG & PG college events.
4. Subroto cup winners Football.
5. ABACUS 1st in district, completed 3 levels.
6. OLYMPIAD.
7. Dr. Homi Bhabha state level.
8. Cycling of 200km in Rajasthan through YHAI.
9. Trekking through YHAI.
10. Athletic Player.

Interest / Hobbies: -

1. Playing musical instrument such as congo.
2. Cricket.
3. Swimming.
4. Travelling.
5. Car Driving.

Languages: -

1. English.
2. Hindi.
3. Marathi.

Declaration: -

I hereby declare that the information provided above are to the best of my knowledge and belief.

Date: -

Place: -

Signature
Suyash Sandeep Teli