

NAWALKISHORE

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Address for correspondence:

At-Power Ganj , Lohardaga

P.O.,P.S. & District-Lohardaga, PIN-835302, Jharkhand.

PURPOSE STATEMENT

Aspiring a suitable response leadership position in an organization that provide me an opportunity to prove myself and polish my skills through challenging tasks to improve myself as well as for the organization.

PROFESSIONAL SYNOPSIS

- A result oriented professional with 2+ years of experience in the field of Receivable & Cash Management, Business Development, Back End and Relationship Management.

AREAS OF EXPERTISE

Cash receivable Management:

- Vast experience with standard collections procedures.
- Ability to effectively manage often complex customer matters.
- Especially strong verbal communications skills.
- Strong conflict resolution abilities & Team handling

ORGANIZATIONAL EXAMINE

From November 2018 to present as a Senior receivable Executive cum field officer in Mahindra & Mahindra Financial Services Limited at Lohardaga Jharkhand

Key Responsibility Areas:

- Track daily micro level collections and identify risks.
- Create/ Send daily collection reports to the concerned reporting head.
- Resolve service issues of clients by coordinating with relevant departments
- Identify outstanding account receivables
- Investigate historical data for debts and bills
- Take actions in order to encourage timely payments
- Contact clients and discuss their overdue payments
- Prepare and present reports on collection activities and progress
- Collect payments on past due bills
- Create a list of people who have not made payments & Organize list according to severity of delinquency
- Inform clients of overdue accounts & amount currently owed & attempt to collect payment
- Record new commitment to repay debt
- Negotiates payment arrangements and follows up to make sure the payments are made.
- Initiate repossession proceedings or hand over account to law practice that specializes in debt collection.
- Follow federal and state laws dealing with debt collection.
- Solve non -performing assets by sorting out payment plan
- Generate Demand Notice for overdue customers
- Maintain bucket flow

- Insurance Management (General Insurance, MLS, MAS).
- Develop Direct Marketing Business & grow business with existing customer.
- Maintain a good relationship with dealer network.
- Cross selling business like FD, SIP

SCHOLASTICS

- Passed with 60% of marks in Bachelor of Arts (2015-2018) at Nilamber Pitamber University.
- Passed with 62.48% of marks in Bachelor of computer application (2011_2014) at Sikkim Manipal University.
- Passed with 49.6% of marks in intermediate of science (2009_2011) at Jharkhand academic council Ranchi.
- Passed with 64.2% of marks in 10th class (2009) at Jharkhand academic council Ranchi.

IT SKILLS

Operating Systems : MS-Windows XP/7/8/8.1/10
Office Tools & Others : MS-office package, Tally, Database Management, Computer networking

HOBBIES

- Voluntring, Love to do workout
- Watching movies/TV & listening music

PERSONAL DOSSIER

Name : Nawal Kishore
Date Of Birth : 12-04-1994
Father's Name : Awadh Kishore Mehta
Sex : Male
Marital Status : Single
Language Known : English and Hindi
Nationality : Indian

DECLARATION

I hereby declare that all the statements made in the above sections are true complete & correct to the best of my knowledge & belief.

Date: 29/08/2021

Place: Lohardaga, Jharkhand.

Nawal Kishore.

