

Jakir Hossain

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CAREER OBJECTIVE: To work in professional and vibrant environment and to keep value adding to the organization which I represent and serve while concurrently upgrading my skill, knowledge and competence.

PROFESSIONAL OVERVIEW:

- Presently working as an Executive Business Correspondence at VFS Capital Ltd.
- Worked as an Executive Business Correspondence at ASA International India Microfinance Ltd with experience of around 5 years.
- Hands on experience in Microsoft Office tools (Word, Excel and PPT)
- Having good leadership and communication skills
- Having influencing skills when interacting with all levels of the organization starting with senior leadership on down to the team members

CORE COMPETENCIES: Financial Analysis, Credit rating analysis, Ration analysis and other finance related works.

SKILLS: Conversant with MS Office tools.

DOMAIN: Finance

PRESENT WORK EXPERIENCE

Organization	VFS CAPITAL LTD
Start date & End date	11/12/2023
Designation	Executive BC operations (Team Leader)
Domain	Finance
Role & Responsibilities	<ul style="list-style-type: none">. Review and evaluate delinquent accounts, determining appropriate actions to be taken in accordance with company policies and legal requirements. Communicate with customers regarding their outstanding debts, negotiating payment plans, settlements, or other resolutions.. Making Disbursement report of PAN India.. Making Collection Report. Making Loan closer report. Making Insurance Claim Report of the customer. NEFT Amount Confirmation to finance team

- . New Sourcing file uploading
- . Disbursement of file
- . Cancel request if branch ask.
- . Providing Training to the branch BM regarding New system integration
- . Visiting difference branches for acquire new clients for JLG loan

PRIOR WORK EXPERIENCE

Organization	ASA International India microfinance ltd
Start date & End date	06/09/2018 To 01-12-2023
Designation	Executive BC operation
Domain	Finance
Role & Responsibilities	<ul style="list-style-type: none"> . Checking Customer KYC . Checking Cibil Reports . Going for PD and for CPV . Making Disbursement report of PAN India. . Making Collection Report . Making Loan closer report . Making Insurance Claim Report of the customer . NEFT Amount Confirmation to finance team . New Sourcing file uploading . Disbursement of file . Cancel request if branch ask. . Providing Training to the branch BM regarding New system integration . Visiting difference branches for acquire new clients for JLG loan.

CERTIFICATION AND EDUCATION :

Examination Passed	Board /University	Year of Passing	Marks Obtained
MBA	JNTUH	2017	62
BBA(H) specialization in finance	WBUT	2014	59
XII	WBBHSE	2011	52
X	WBBSE	2009	65

ACCADEMIC PROJECTS

3rd year project during my BBA course (year 2009)

Title: Ratio Analysis

Company: Ambuja Cement limited

Ratios used - liquidity ratio, solvency ratio, profitability ratio, efficiency ratio and return on investment. Objective of the project is to show the performance of the company in comparison to its competitors through financial ratios and studying its cost minimizing techniques.

2nd year project during my BBA course (year 2008)

Title: Swot Analysis

Company: Patton International limited

The objective of the project was to know about the brand image of the Patton water tanks through dealer's survey while knowing the schemes and offers of its competitors. The survey was also done to know the feedback of the customers on launch of a new product in the market. After a complete survey a SWOT analysis is performed to assess its current strengths and opportunities while getting aware of its threats.

PERSONAL DETAILS

Father's Name: Mr. Late Ataher Rahaman

Date of Birth: 11/02/1942

Present Address: Vill_Jhowbaria, P.o_Shaikh Para ,Raninagar West Bengal 742308

Languages known: English, Hindi, Bengali

Marital Status: Married

