



## AVIJIT ROY

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### OBJECTIVE

To work with complete dedication, commitment and to devote my entire efficiency and creativity for the development of the organisation.

### SKILLS

- Accounting, Preparation of cam, MIS Preparation, Disbursement, Computer operating, Advance Excel, Team Management, Internet Surface

### INTERESTS

- Sports, Gaming, Technology

### LANGUAGE

- English, Hindi & Bengali  
(Full professional proficiency)

## EXPERIENCE

Feb-2018 - July-2019

### WORK EXPERIENCE

Working as a Cpa Manager at I Process Services(INDIA) Pvt.Ltd,(Subsidiary of ICICI Bank Ltd

Personal Loan Department

#### RESPONSIBILITIES

- Managing day to day login activity
- Report Preparation & Circulation to respective
- MIS preparation & Circulation
- Disbursement
- Regular monitoring of day to day activity

July-2019 - Sep-2020

Working as a Deputy Officer – Credit Operations (HE) of CHOLA BUSINESS SERVICES LTD, Kolkata (An associate of CHOLAMANDALAM INVESTMENT AND FINANCE CO. LTD.)

Loan Against Property Department

#### RESPONSIBILITIES

- LAP file processing, Log in & Disbursement in on line
- system (LEAP)
- Prepare CAM
- Handling daily & monthly MIS. Underwriting & recommending of cases. Technical, Legal and Fi report follow up from valuers on
- daily basis
- Disbursement

Dec-2020 - Present

Executive - ME-HIN TECH-EDGE SOLUTIONS (Subsidiary of Yes Bank Ltd)

Business Loan Department

#### RESPONSIBILITIES

- Present, promote and sell products/services using solid arguments to existing and prospective customers.*
- Establish, develop and maintain positive business and customer relationships.*
- Reach out to customer leads through cold calling.*
- Expedite the resolution of customer problems and complaints to maximize satisfaction.*
- Achieve agreed upon sales targets and outcomes within schedule.*

## EDUCATION

<b>2015-2018</b>	<b>Calcutta University -Heramba Chandra College (South City)</b> B.com Gen 44%
<b>2014</b>	<b>Bratachari Vidyasram</b> HS from WBCHSE 73
<b>2012</b>	<b>CNI Boys High School</b> Madhyamik form WBBSE 60