

Shradha Shipankar

As an Assistant Manager II at ICICI Bank, I have overseen various aspects of banking operations, like customer service and financial analysis. I am adept at cultivating strong client relationships. My collaborative mindset and eagerness to learn make me a valuable addition to any team, as I am committed to leveraging my expertise to drive efficiency. I am now seeking to apply my knowledge and contribute to a business environment where I can further develop my skills and make a meaningful impact.



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SKILLS

Great attention to detail and problem solving abilities

Enthusiast to learn new things and a Quick Learner

Good communication and interpersonal skills

LANGUAGES

English
Professional Working Proficiency

Hindi
Professional Working Proficiency

Marathi
Professional Working Proficiency

EDUCATION

Master of Business Administration (MBA)

Janki Devi Bajaj Institute of Management Studies and Research, Pune

2019 - 2021

Pune

Courses

- Operations Management

Bachelor of Computer Science (BSC)

K.G. Katariya College, Daund

2015 - 2019

Daund, Pune

WORK EXPERIENCE

Assistant Manager II (Financial Operations & Client Service)

ICICI bank Ltd.

11/2022 - Present

Mumbai

Tasks

- Providing securities-based collateral services for margin benefits and processing RTGS/NEFT/Fund Transfer requests for clients and exchanges
- Conducting reconciliation of fixed deposits opened in favour of exchanges and managing the pay-in and pay-out of funds, confirming shortages and recovering dues for clients daily
- Ensuring timely settlement of exchange obligations for Equity, Derivatives, Currency and Commodity segments
- Enhancing margin in exchange interfaces for MCX, NSE, BSE, and NCDEX and Ensure immediate fund collection and deposit
- Generating daily valuation reports for pledged securities in Cash, F&O, Currency, and SLB segments at regular intervals to respective exchanges

TECHNICAL SKILLS

Microsoft Office Tools (MS word, Excel)

PROJECTS

Desk Research Project (2020 - 2021)

- Completed Desk Research Report on the Entertainment Industry as an academic project for the college

ACHIEVEMENTS

Gold Medal in Typing

2019