



**Address:**

Sri Sathya Sai Krupa  
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8951212423

**SAI TEJAS.A**

**Career Objective:**

Seeking an opportunity to implement my knowledge and Being a committed Team player, want to be part of a renowned organization to contribute towards the growth of organization.

**Professional Experience:**

Currently associate with – **DEUTSCHE BANK OPERATIONS INTERNATIONAL. (June 2018 – Till Date)**

Client Account Management.

- Client on-boarding Screening, Account opening.
- Signature verification and Mandatory update of Clients
- Screening of AML for Clients.
- Blocking and De-blocking of Accounts, Email, and Fax Indemnity. sss

Cheque Clearing, Settlements & Payments

- Cash letter, Collections, Disbursement, Returns, and Investigation.
- Clearing and Settlement of Cheque, Forwarding for Payment.
- Complete Knowledge about Cheques, I BAN,
- Capturing Information of Cheque. i.e amount, maker, payee into CFD

Worked in - **JP MORGAN CHASE & CO. (August 2016 – to June 2018)**

Reconciliation (Debit and Credit card Reconciliation)

- Handling Regulation the Process involves working on claims raised by the customer.
- Clearing of Ex: GL accounts in SAP and also updating Escalation details.
- Reconciliation of Sub-Ledger based on ATM transaction pertaining to ATM disputes.
- Differentiate the fraud claims from the non-fraud ones.

Court Order and Levies.

- Variety of operations functions centered on processing of data and documentation including Loan, securities settlements deposits, exceptions/returns.
- Complete document indexing, locate, Exception.
- Corrects document review exceptions.
- Interprets and makes decisions based on legal documentation.
- Ensure 100% Quality to Customer.

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**Internship:**

HARVEST FUTURES CONSULTANT INDIA PVT LTD (Forex Market) – 5 Months

Worked as Business consultant and learnt how to Trade on Currencies and Commodities.

**Highest Qualification:**

Jain University  
Masters in Management Studies

**Additional skills:**

- Microsoft Office – Word, Excel, PowerPoint, Microsoft office specialist (office excel 2010)
- Adobe Photoshop
- C, C++, HTML

**Extra-Curricular Activities:**

- Instrumental Player – Tabla (Performed in College Events)
- Tattoo Designer and Photography.
- Directed more than 4 short movies during intra college event

**Achievements:**

- Awarded as **Hercules** for maintain 100% accuracy in Quality
- Have won Orange Belt in “INTERNATIONAL KARATE” In my schooling.
- Elected as a “**Student Council President**” in college in the year 2013-14.
- Was working as Alumni president
- Has Participated in Olympic Marathon in 2011.

**Personal Dossier**

Language Known : English, Hindi, Kannada, Telugu and Konkani, Marathi  
Hobbies : Riding Vehicles (I am member of ROB)

**DECLARATION:**

I hereby declare that the above mentioned information is true to the best of my knowledge.

Place: Bangalore  
Date:

SAI TEJAS.A

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