Rajendra Ku. Mohanty Contact: (+91) 9871146458

E-Mail: mkbr1630@gmail.com

Flat no. 303,2nd Floor, Plot no. B-3/19, DLF Ankur Vihar, Loni, Ghaziabad,Uttar Pradesh-201101

To be associated with a professional organization and to attain responsible position where I would make effective contributions that would add value to the organization and also to myself in the process.

Preferred Location: Delhi NCR

Professional Summary

Logistic Manager

Deputy Manager – General Banking Operations

MIS coordinator

MIS, Analysis, DATA Mining and Business Presentations

Customer Services

A competent banking professional with more than 14 years of rich, extensive and multi experience in Team Management, Banking Operations, KYC as well as expertise in MISs, Business Planning & Compliance, Data Mining and business presentations. And more 6year Manage logistic activity and manage warehouse.

* Expertise in KYC, AML, Cash and General Banking Operation.
* Expertise in Business Planning, MISs, Data Mining and Business Presentations.
* Establishment, Control and Motivation of Team

Key Strengths & Learning

* A competent team worker, and have good communication, interpersonal & presentation skills.
* Confident & aggressive with expertise in managing people & relationship
* Highly organized & Process oriented
* Ability to manage stress & handle pressures effectively.
* Proactive in decision making.

Career Conspectus

RI Texsolutions Pvt ltd - (From May’2016 – Till Date)

Logistic Manager – Logistic Operation

* Handling all branches delivery team and logistic activity, like courier, transport & by hand delivery.
* Manage warehouse & store, generate Eway Bill
* Managing Inbound / OutBound Processes.
* Managing Business and Logistic MIS.
* Ensure all daily MIS to be published to the Sales team within the specified timelines accurately.

IndusInd Bank Ltd. – (From Nov’2015 – May’2016)

Deputy Manager – DVU and MIS management

Responsibilities as an individual:

* Leading the team of 6 verifiers for account processing (savings) as per the KYC norms and RBI guidelines.
* Preparation and publication of monthly HUB presentation to senior management.
* Responsible for processing of all CASA and Salary applications.
* In charge of Hub MISs: Designing and implementing processes and MISs according to HUB operations and providing consultation and solution style planning.
* Review of all MIS to ensure TAT processing, to ensure safe and physical custody of applications and cheques, to ensure benchmark productivity achievement of verifiers, to ensure 100% FTR, timely rejections of applications for clean audit report and timely triggers to branches on Holds and Rejections.

Rajasthan International - (From Jan ’2014 – Nov’2015)

Asst. Manager – Logistic Operation

* Handling delivery team and logistic activity.
* Handling other branch activity like MIS, delivery channel.
* Verifying sales invoice.
* Managing Business and Logistic MIS.
* Ensure all daily MIS to be published to the Sales team within the specified timelines accurately.

Blaze Flash Courier Ltd - (From Aug ’2010 – Jan’2014)

MIS Coordinator – Logistic Operation

* Ensure all daily MIS to be published to Department head team within the specified timelines accurately.
* Handling inbound /out bound report.
* Handling Customer service team.

Onward eservices Ltd - (From June ’2007 – Aug’2010)

Process Trainer – Branch banking Operation

* Training provide to new/Existing employee about core Banking solution(Finacle).

ICICI Bank Ltd. (RPC) -(From May ’2005 – June ‘2007)

Senior Executive – Branch banking Operation

* To design & maintenance of different MIS’s on Financial, Non Financial parameters and Daily/Weekly/Monthly representation to Regional Head.
* Manual a/c opening/ a/c modification/ a/c closure.
* Inward /Outward clearing operation.
* OBC/IBC bill collection operation.
* Cash transaction.

Academic Credential:

* B.A (Pass) from NORTH ORISSA University,Odisha in 2001
* 12TH Pass from CBSE BOARD, Odisha in 1998
* 10TH Pass from HSE BOARD, Odisha in 1996

Professional Qualifications:

* M.B.A (Finance) from National Institute of management. New Delhi in 2008
* DISM From Aptech Computer Education, Baripada, Odisha in 1999

Computer Proficiency:

* 1. Comprehensive knowledge of MS Office (excellent in MS Excel, word and power point)
  2. comfortable with computer hardware and software applications
  3. Knowledge of various computer operations/applications
  4. Knowledge of programming languages: VISUAL BASIC, C++, JAVA, FOX PRO

Personal Details:

Father’s Name: Basanta Kumar Mohanty

DOB: 3rd July 1981

Marital Status: Married

Language known: English, Hindi, and Oriya.

Permanent Address: Vill Analia, P.O Nishanpur, PS. Bhograi,

Distt-Balasore Odisha - 756036

Declaration

* I here by declare that the information given herewith is correct to my knowledge and I will responsible for any discrepancy.

Date: Signature

Place: Delhi [RAJENDRA KUMAR MOHANTY]