

SAYALI SUBHASH KEER

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Career Objective

A responsible and challenging position that will allow me to explore my abilities, skill and sense of dedication towards my duties with a sole aim of seeing the progress of the organization.

Academic Credentials

Qualification	Year of Passing	Institute	Board/University	Grade with '%'/Marks
LLb	2017-18	New Law College	Mumbai University	Pass
Bcom	2014-15	The D. G. Ruparel College	Mumbai University	'A' Grade i.e. 80.57%
Common Proficiency Test	June 2014	The Institute of Chartered Accountant of India	Board of Study	101/200
HSC	2011-12	The D. G. Ruparel College	Maharashtra Board	77.67%
SSC	2009-10	Balak Vihar Vidyalaya	Maharashtra Board	86.36%

➤ Presently pursuing LLM in Business Law from University of Mumbai.

Work Experience

- Jr. Law Officer November 2018 to present
Bell Finvest India Ltd., Nariman Point - Mumbai
 - Non Litigation work , Vetting & valuation of documents , preparing Scrutiny report for the related property , Making & Rectification of Mortgage Deed , Co-ordinate with Advocates & Valuers , Searching relevant online property records , Searching estimated online value for property

Professional Experience

- Fresher
- MS-CIT
- Information Technology Training of Institute of CHARTERED ACCOUNTANT OF INDIA - IT Skill
- Diploma in Financial Accounting with Tally
- Typing in English
- Typing in Marathi – 30wpm

Personal Dossier

Date of Birth	22 nd JAN, 1995
Gender	Female
Father's Name	Mr. Subhash Dhanaji Keer.
Permanent Address	1/15, Aashirwad Bidg., Kashinath Dhuru Road, Near Kirti College, Dadar Mumbai 400 028
Nationality	Indian
Material Status	Unmarried
Languages	English, Marathi, Hindi

Academic Achievement

- Passed computer system subject with 100 out of 100 marks in T.Y.Bcom.

Declaration

If given an opportunity to serve I assure that my performance would be whole hearted, dedicated and always to the of my capacity and in the prestige of the company.

Place: Mumbai

(Sayali Subhash Keer)