

Sanjith HN

Senior Analyst

A hardworking and highly motivated individual with work experience, seeking for an opportunity in an organisation where I can explore & utilize my skills, while making a significant contribution to the success of an organisation.

Contact

Address

Bangalore, Karnataka,
560077

Phone

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E-mail

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Skills

Microsoft applications  Excellent

Tally ERP 9  Very Good

Peachtree  Very Good

IDS NXT  Very Good

Win trade  Very Good

Languages

English  Excellent

Kannada  Excellent

Work History

2019-05 -

Current

Senior Analyst- KYC On-Boarding & Static Maintenance

ANZ Bank, Bangalore, Karnataka

- To handle banking operation such as KYC onboarding, maintenance activities until closure of bank accounts.
- Indexing/Classifying officer, handling stakeholders mailbox.
- Ensure all the SLAs are met, including the mailbox management.
- Ensure any new additions to the process are communicated to your Manager and SOP is updated accordingly.
- Escalate customer complaints to manager as and when required.
- Deliver positive stakeholder experience within agreed timeframes and SLAs.
- Conducting trainings to the new joiners.

2017-07 -

2019-04

Senior Accountant

Hotel Poonja International, Mangalore, Karnataka

To maintain books of accounting, analyse accounts on monthly basis, monitor and record company expenses and included payroll and audit.

2015-07 -

2015-11

Account Manager

Encyclotech Training Institute, Mangalore, Karnataka

To prepare Commercial Invoice & Bill of education related particulars and to perform daily accounting.

2013-11 -

Relationship Associate in Banc Assurance

2015-07

Channel*Yes Bank, Mangalore, Karnataka*

To forecast and schedule ideas for business, to ensure smooth operation for business growth.

2012-10 -
2013-11**Senior Financial Planning Consultant in Banc***Karnataka Bank, Mangalore, Karnataka*

To prioritize activities on work area, to forecast and schedule ideas for business and to maintain daily progress reports on completion of target.

2011-08 -
2012-09**Assistant Accountant***IKEN SCIENTIFICA DKRD, Mangalore, Karnataka*

To provide information on product to customers, to handle queries and respond accordingly and to check on stocks with supplier and related peripherals

Education

2010-08 -
2012-08**Master Of Business Administration: Finance***Sikkim Manipal University - Manipal*2006-08 -
2009-08**Bachelor Of Business Administration: Business Administration And Management***St Aloysius College - Mangalore***Accomplishments**

- Awarded as a best performer for Quarterly, monthly and On Spot in the year 2020/2021, from ANZ banking.
- A Token of appreciation from Regional manager & Area manager in the year 2014 and had attended International Conference in Dubai for best sales in month of JFM from Yes Bank Max Life.

Declaration

I hereby declare that above mentioned details are true to the best of my knowledge and belief.