**RESUME**

**AJIT R RAWAT**

**Mobile No:** +91 9892826822

**E-mail:** ajit.rawat.mum@gmail.com

**OBJECTIVE:** Would accept the challenge of becoming a versatile professional who is ready to offer an analytical bent of mind for greater results, utilize my strong organizational skills, my ability to work well with people and in return, will be able to cultivate personal growth and self development.

**ACADEMIC QUALIFICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Year** | **Board** | **Percentage** |
| **SSC** | 2010-11 | Board of secondary education | 68% |
| **Intermediate (HSC)** | 2011-2012 | Board of intermediate | 67% |
| **Bachelors in Commerce** | 2012-2015 | Osmania University | 60% |

**PROFESSIONAL QUALIFICATIONS**

|  |  |
| --- | --- |
| **Post Graduate Diploma in Banking (PGDB) from IFBI**  **(Institute of finance, banking and Insurance)** | **Topics Proficient in**   * BFSI overview * Retail Banking * Indian Financial system * Regulatory Environment * Retail Banking products * Financial mathematics and accounting * Core Banking Solution ( FINACLE) * Selling skills and Techniques * Communication Skills * Modern technology trends in banking |

**TECHNICAL QUALIFICATIONS**

**Computer Skills --** 1) Use of FINACLE & FLEXCUBE in Banking operations

2) MS-Office, Ms-Excel.

**STRENGTHS**

* Positive attitude and Hard work
* Patience and Understanding

**PROFESSIONAL WORK EXPERIENCE**.

**KOTAK MAHINDRA BANK (Sep 7th 2015 to present)**

**CUSTODY & SETTLEMENT PROCESS**

**Role:** ASSISTANT MANAGER

**Specialization : Operation in custody department.**

* Deal with equity market segment.
* Allocation process
* Settlement of customer trade & clearing house process.
* Download and upload contract notes.
* Process of debt instrument trade.
* Reporting and processing of payout.

**CERTIFICATION**

* NISM SERIES V –**(**MUTUAL FUNDS DISTRIBUTER**)**
* NISM SERIES VI (DEPOSITRYB PARTICEPENT**)**

**PERSONAL DETAILS**

Name: AJIT R RAWAT

Address: SHIV DARSHAN WELFARE SOCIETY PAL NAGAR RANI SATI MARG NEAR PUNJAB DAIRY MALAD (E) MUM 97

Contact No: +91 9892826822

E-mail: ajit.rawat.mum@gmail.com

Date of Birth: 1st , July, 1993

Languages proficient in**:** English, Hindi, Marathi

Hobbies: playing cricket, Listening Music.

I, hereby state that the information provided herein is true.

Sincerely,

**AJIT R RAWAT**