**Deepak.P.G**

|  |
| --- |
| **Cell No**: (+91) 9902545309**Email**: deepakpg88@gmail.com#403 Confident Indus MLA Road,Thuthiyoor, Kakkanad P.O, Kerala |
|  |
|  |

**Date of Birth: 18th May 1988 ( 31years)**

|  |
| --- |
| ­­­­­­­­­­­­­ |

­­­­­

­­­­­­­­­­­­­

*To build my career with a leading corporate establishment which would give me challenging and constructive opportunities to handle responsibilities to realize my true potential and add value to the company. To be instrumental in the global growth of the company and thus achieve personal benchmark and satisfaction.*

**Currently Working:**

**Zellis UK Limited**

Credit Controller

Process: Collections

Designation: Analyst

From May 2018 to till date

**Key Responsibilities :**

* Responsible for managing credit and collections activities to include the timely cash collection of customer accounts, assessing credit worthiness, minimizing bad debts and ensuring contract compliance and recommending legal action.
* Responsibilities include managing and maintaining debtor’s ledger of 110 accounts involving collecting debt via telephone, e-mail and letter.
* Preparation of daily & monthly reports such as Cash collection, Ageing and Performance Dashboard using Power BI.
* Prepared analysis of bad debts, initiating dunning cycle for the aged debts and preparation of pre-legal 7 day letter process.
* Work on accounts that are associated with public and private sector for United Kingdom.
* Review complex accounts and resolve payment delinquency issue with clients in U.K. Identify accounts that require special resolutions by consulting the sales representative or escalating to management for reasonable resolution.
* Responsible for analyzing and evaluating past due accounts, initiating action and implementing collection procedures. Keep credit and sales staff informed on the status of accounts, which might affect client relationships.

**EY – GDS**

Account coordination

Process: Markets Enablement Services

Designation: Associate

From November 2016 to April 2018

**Key Responsibilities :**

* Assist account teams through various processes & financial analysis reports like Account Summary Report, Revenue Planning, Sales & Pipeline report, New Budget Development etc.
* Maintain and update global engagement team databases and contact lists as appropriate.
* Collate relevant client information from publicly available databases and communicate to team via newsletters and databases.
* Coordination of efforts across multiple support functions within Talent Hub and GSS.
* Taking individual responsibilities for all work and ensure the work is reviewed before the output is sent out as per the deadline.
* Accurately identifying problems, exceptions and ensuring that account teams has been informed on a timely manner.
* Work proactively and respond to account coordinators, Business Development Executive, Market Operation Leader & Partners.
* Attend and participate in Weekly/Biweekly calls with the account teams counterparts and share progress and status updates.
* Develop and maintain healthy working relationships with the account teams by having an open and honest communication.
* Proactively reaching out to account teams soliciting feedback for the work and taking appropriate action.

**Achievements :**

* Has recognized for handling critical client in the short time span.

**ANZ – Australia and New Zealand Banking Group**

Institutional Banking

Process: NZ – Enquiries and Investigations

Designation: Analyst

From May 2014 to November 2016

**Key Responsibilities :**

* Investigation of payments on remitting customer’s enquiries.
* Creating individual cases and resolving accordingly, within a given time frame.
* Co-ordinate with OFAC/sanctions Team to ensure new rules and regulations on OFAC/sanctions are appropriately implemented and monitored**.**
* Inward Payments to New Zealand Clients: Investigating on the Payment enquiries and sending to external banks for further investigation and analysis.
* Outward Payments from New Zealand Clients: Investigation, Analyzing and resolving the enquiries received from external banks.
* Reconciling the difference in the amount debited and credited with respect to account held by the foreign bank in our account with our local currency.
* Reconciling the difference in the amount debited and credited with respect to account held by our bank with the foreign bank in their account with their local currency.
* ANZ internal (Citrix Application) and external tools (IBAN Calculators, Banking tools, BSB, SORT code Checkers) used for each case research and analysis.
* Payments directed via SWIFT MT 103 and 202, communication medium used for transferring messages via SWIFT (MT 100, 192, 195,199,196,999).

**Achievements :**

* Promoted to second level Analyst within one year.
* Has recognized for my proactive issues handling during critical business situations.

**Education:**

**2011:2013 M.B.A CGPA 3(4)**

From PSG IM affiliated to **University of Toledo (USA) in Finance.**

**Electives:** Investment & Security Analysis, Managerial Analysis, Financial Institution & Markets.

***Key area/s ofinterest***:Managerial Analysis

**2008:2011 B.Com 62%**

E-Commerce from G.R.D College of Arts and Science, Coimbatore-**Bharathiar University.**

**Electives**: E-Banking & Financial Services, Internet & Web Design, Software Project Management.

***Key area/s ofinterest*** : Internet & Web Design

**2007:2008 12th Standard 61%**

 Commerce with Information Technology from Holy Trinity, Palakkad.

**2005:2006 10th Standard 55%** From J.S.S Public School Ooty, affiliated to CBSE.

|  |
| --- |
|  |

**Key Academic Achievements:**

**M.B.A:**

* **Completed a Study on Technical Analysis on Selected Stocks in the IT Sector.**

A detailed study to analysis the trends and price movements of IT companies that are listed in BSE and NSE with an intention of recommending a possible investment opportunity to the investor.

**B.Com:**

* **Three week internship at Freeze Engineering industries Pvt Ltd Kochi, a leading Seafood Exports.**

**DECLARATION :**

 I hereby declare that the particulars furnished above are true to the best of my knowledge.

Deepak P G