**SUNIL KUMAR MAHAWAR**

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| Current Organization | SNAPDEAL.COM (Jasper InfoTech Pvt Ltd) |
| **Duration** |  **SINCE 15TH APR 2015 TO 7th FEB 2020** |
| **Designation** |  **Team Leader** |
| **Profile** | SUPPLY CHAIN- OPERATIONS |
|  | * Saving money for company in different segments (Seller/Customer fraud & etc.)
* Analysis the customer and sellers past history of orders and convert into in high and low % with orders and complaint of data and conclude the whether customer is playing fraud with company or not.
* Drive ground staff for faster processing to strive to meet 90% O2M within before time line.
* 3 PL Coordination as per requirement to ensure timely Pickup from Warehouse
* Handle warehouse Inbound, Outbound materials/shipments to courier.
* Coordinating with internal department and customers to ensure materials are timely scheduled for delivery
* Preparing all warehouse MIS reports including receipt and dispatch.
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| Previous Organization | IFFCO-TOKIO General Insurance Co. Ltd (Third party payroll-Randstad ltd) |
| **Duration** |  **SINCE 27TH JAN 2011 TO 13th APR 2015** |
| **Designation** |  **CLAIMS ASSISTANT** |
| **Profile** | HANDLING FULL AND FINAL SETTLEMENT OF MOTOR CLAIMS  |
|  | * Processing of Claims.
* Scrutiny of claim files..
* To handle the queries of Insured and Surveyors
* Interaction with Customer/Surveyors.
* Coordination with Workshops /Other branches in all over India
* Uploading the payment of claims.
* Assistance of processing the Total Loss/Net of salvage/PA claims.

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| Previous Organization | E-MEDITEK (TPA) SERVICES LTD. |
| **Duration** |  **SINCE 31ST DEC 2008 TO DEC 2010** |
| **Designation** |  **Executive in Audit & Investigation Department.** |
| **Profile** | Presently Taking care of the Internal Audit of Cashless Claims & Approved Health Claims of various Public & Private Sectors. |
|  | * Auditing Health Claims Files.
* Handle of claim related Calls/query
* Coordination with Branches
* On line audit of Approved Health Claims of PAN INDIA.
* Physical files Audit of Cashless Claims.
* Discuss with Processing Doctors.
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| **Academic Records** |

**Educational Qualifications** | **Qualification** | **Board** | **University** |
| GRADUATION B (COM) PASS | - | UNIVERSITY OF DELHI |
| HIGHER SECONDARY | CBSE | KENDRIYA VIDAYALA  |
| SECONDARY | CBSE | KENDRIYA VIDAYALA |
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| **Professional Qualification** |

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| **Computer Qualification** |

 | * Passed Licentiate course in General Branch from **Insurance Institute of India**
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| 1. Certified Course of ‘Office Assistant Course’ from Bhartiya Vidya Bhawan at Delhi.
	* Well Versed with windows and
	* Approach & Integration with office Routine.
	* MS-Office (MS-Word. MS-Excel , MS-PowerPoint).
	* Internet Surfing.
2. Certified Course of ‘Office Assistant’ from Nice Computers at South Extn (Delhi)
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| **Technical** |

 | English TYPING Speed is 40 WPM. |

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| **Name** | **SUNIL KUMAR MAHAWAR** |
| **Father’s Name** | **SH. P. D. MAHAWAR** |
| **Address**  | **AHOKA ENLCAVE FLAT NO 2202 PLOT NO 8A SECTOR 11 DWARKA NEW DELHI 110075** |
| **Specialization Areas** | **INSURANCE, EXCEL** |
| **Languages Known** | **English, Hindi**  |
| **Date of Birth** | **17TH SEP. 1982** |
| **Contact Details** | **Phone: 9811907875, Email I d: sunilmhwr@gmail.com** |