

Sanchit Srivastava

Process associate having 2+ yrs of experience

📍 Noida, UP
📞 8299602952
✉ sanchitrivastava1892@gmail.com

Summary

Competent individual with close to 2+ years of experience of reviewing & analyzing Financial statements of entities for credit. Strong Communication skills with proficiency in MS office having analytical mindset

Work experience

Process Associate

Nov,2018 - till now

Genpact India Pvt. Ltd

- Experience in client specific **Salesforce, ERP AS400 , Bectran** and **Experian**.
- Hands on experience on working on Genpact's Artificial Intelligence Tool, namely CORA.
- Core member of UAT team for implementation of credit module on In-house Salesforce based software - CORA.
- New customer escalation mailbox.
- Processing credit applications and doing risk analysis of customers before on-boarding them also deciding on appropriate pay terms and credit limit along with Risk Codes.
- To check from end to end the existing disputes in an account raised via credit analyst & the collection analyst and email chase up to the dispute team for the non closure of the dispute.
- Preparation of daily MIS and reporting to Management.
- To ensure that daily turnaround time is met. Performed Time and Motion study to calculate individual time for completing assigned tasks.
- Routing emails to the credit analyst for any kind of third party internal escalation and to the sales for any kind of order issues.
- Daily work allocation to the team.
- To ensure that daily turnaround time is met. Performed Time and Motion study to calculate individual time for completing assigned tasks.

Sales Associate

Apr,2018 - Oct,2018

Policybazaar.com

- Developed numerous customer relationships by providing them best insurance policies.

Rewards & Recognition

Awarded with gold Certificate for showing exemplary performance at work by the current employer for helping the team and management in stabilizing a business process.

Education

M.B.A(Finance)

2018 - 2020

SMU

B.Com(Finance)

2011 - 2014

Chhatrapati Shahu Ji Maharaj University, Kanpur

Intermediante

2010 - 2011

PT L N GAUR I C

High School

2009 - 2010

Stepping Stones Intermeriate College

Personal Details

Date of Birth: 18th Dec 1995

Fathers Name: Mr. M.L Srivastava

Mothers Name: Late Mrs. Aarti Srivastava

Marital Status: Unmarried

Languages Known : English, Hindi

Residential Address : 15-A Shiv Nagar Jarauli Phase2 WorldBank Barra, Kanpur,U.P, 208027

Declaration: I declare that the above mentioned facts are true & correct to the best of my knowledge.

Date :

Signature :