

**Prajakta Ashok Avazekar**  
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## SUMMARY

Handling the Documentation Verification process(Maintaining, Arranging, Mailing)  
Making Entries in Company's Software  
Coordinating with other regions team relating to documentation, Forms  
Handling welcome calls & Confirmation call for new card members.

## CAREER OBJECTIVE

To work and succeed in a stimulating and challenging environment, building the success of the company while I experience advancement opportunities.

## SKILLS

**Time management**

**Customer service**

## EXPERIENCE

Jun-2021 - Dec-2021      **Jana small finance bank**  
Customer relationship executive manager  
Jan-2022 - Aug-2022      **Fortune Credit Capital Pvt Ltd**  
Quality Auditor  
Aug-2022 - Jun-2023      **She Commerz Pvt Ltd**  
Branch Executive  
Jul-2023 - Aug-2024      **Hinduja Housing Finance**  
Coordinator

## EDUCATION

Degree/Course	University/Board	Year of Passing
S.S.C	Maharashtra State board	2014
H.S.C	Maharashtra State board	2016
B.com	Mumbai	2022

## STRENGTHS

Smart working.  
Always ready to learn new things.

## HOBBIES

Cooking and reading

## PERSONAL DETAILS

Address      Pawale chowk Rupinagar nigadi  
Pune, Maharashtra, 411062  
Date of Birth      13/05/1999