***Address :***



|  |  |
| --- | --- |
| ***NAME*** *:* ***Avinash Prabhakar Gandhale*** | *Flat-no6Ambanagari vishrantwadi , pune* |
| ***E-mail*** *: avinashgandhale300@gmail.com* | *Pune 411015.* |
| ***Mobile no****: 9156022212 / 8421065869* | *Maharashtra.* |



*To seek an opportunity organization and venture to be a part of its growth through innovative and dedicated approach to the challenges and thereby upgrade my skills.*



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| ***DEGREE/COU RSE*** | ***BOARD/INSTITUT***  ***E*** | ***YEAR OF PASSING*** | Aggregate |
| *S.S.C.* | *AURANGABAD BOARD* | *MAR 2013* | *42.80%* |
| *H.S.C.* | *AURANGABAD BOARD* | *FEB 2014* | *56%* |
| *B.A* | *Erstwhile Vinayaka Missions Sikkim University* | *MAR 2023* | 60% |



* *Basic Computer Knowledge.*



* *CURRENTLY WORKING WITH Bajaj Allianz GIC (BASS ROLL)*
* *Designation -OFFICE CO-ORDINATOR. ( Jun 2021-till date)*  *Job Roll:-*

* *Manage daily transactions related to policy issuance & servicing and ensure seamless service delivery TAT, Quality , Compliance,*

* *Ensure reconciliation of Policies issued and Payment received,*

* *ensure operations is running smoothly Business process / IT / Finance / Customer Experience / Operations.,*

* *Co-ordination and follow-up with all PAN India branches of NBFC and Responsible for resolve there Queries and issues within restricted timeline.*

* *Co-ordination with Other Departments for speedy resolution of issues.*



* *Coordinate with locations for follow up on deficient proposals and compliance of requirement.*



* *Ability to grasp and learn new technology quickly & accurately.*
* *Very enthusiastic and highly motivated with a Positive attitude.*
* *Flexibility & Adaptability*, *Willingness to learn, effective communication skills*



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| --- | --- |
| *Name* | *:* ***AVINASH PRABHAKAR GANDHALE*** |
| *Father's Name* | *: PRABHAKAR DEVIDAS GANDHALE* |
| *Date of Birth* | *: 30 NOV 1991* |
| *Gender* | *: Male* |
| *Marital Status* | *: unmarried* |
| *Mother Tongue* | *: Marathi* |
| *Languages* | *: English, Hindi, Marathi (to Read, Write, Speak)* |
| *Permanent Address* | *: Moje petrol Pump, Lohegaon,* |

*Pune.*411032 *MAHARASHTRA.*



*I hereby declare that, the above information furnished by me is correct up to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.*

*Place: Pune SIGNATURE*

*Date:*

***(Avinash Gandhale***