***Address :***



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| --- | --- |
| ***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***