

# Shubham Bhosale

## ASSOCIATE

8975565185|shubhambhosale14321@gmail.com|

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Hardworking consultancy professional skilled at US Mortgage Process and focused on loan origination and default servicing. Well versed in developing strategies and managing projects. Detail oriented team player with strong organizational skills. Handle multiple processes simultaneously with a high degree of accuracy. adept at gathering, organizing and analysing data to produce accurate reports. Handling different group needs with an accuracy- driven and efficient approach to seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem solving.

## PROFESSIONAL EXPERIENCE

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Tata consultancy services 2022-24

- Responsible for handling the US mortgage process in loan origination Default servicing and verification 1003 form.
  - Validate paystub, W-2, tax return documents.
  - Known all documents Deed, Note Tax return, Appraisal etc.
  - Process and research payments.
  - Preparing bidding instructions
  - Managing the demand letter filing process on particular state website.
  - Drafted Quality Control Process (QC) based on the key processing steps and categorised the parameters as critical and non-critical also dispute external error for team
  - Reviewed and co-ordinated completion of attorney request for information and adherence to the company's fair debt collection practices
  - Process Bankruptcy accounts in accordance with policies procedure and process which includes auditing bankruptcy documents for accuracy and efficiency
  - Maintained a high focus on and dedication to positive attorney relationships
  - Manage emails and calls from attorneys and clients.
  - Worked on multiple reports (client reports)
- Held weekly team meeting to inform team members on company news and updates
- Prioritized task to meet tight Deadlines

## **EDUCATION**

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2018-2021

BCOM (University  
Solapur)

## **Expertise**

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- Leadership
- Communication
- Performance improvement
- Preparing reports
- Time management
- Computer competencies
- Agile, Reconciliation
- Microsoft excel

## **CERTIFICATIONS**

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- Customer service professional certificate

## **Accomplishments**

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- Received performance of the month award for 3 continues months
- Client Interface – worked in close collaboration with clients
- Process improvement – achieved revenue objective by implementing cost- cutting measures
- Collaborated with team of 6 in the development of health fitness and team bonding
- Conducting team bonding activates and session
- Documented and resolved various internal issues which lead to increase the production quality
- Achieved result by completing tasks with accuracy and efficiency
- Led to team to meet 99% OF SLAs by streamlining business processes and identifying areas for improvement