

## **SANJAY SINGH CHAUHAN**

c/o K.S.Panwar

504 Tea Estate

Banjarawala

Dehradun

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### **CAREER OBJECTIVE:**

To contribute positively in an organization and achieve professional excellence in the Organization.

### **PROFESSIONAL EXPERIENCE**

Organization : HBL GLOBAL PVT LTD (HDFC BANK)  
Designation : Finance Executive  
Department : Infrastructure Finance Group (Constructions Equipments)  
Period : 7 Months

#### **Key responsibilities**

- Interacting with customers and accessing their loan requirement.
- Collecting papers required for loan from them.
- Analysis of bank statement of the customer.
- Analysis of Financial statement.
- Analysis of previous loan repayments.
- Preparation of loan proposal for credit analysis.
- Initiating necessary process required for funding.

### **ACADEMIA**

- MBA (**FINANCE**) from **Graphic Era University** , Dehradun -2011
- Certificate course in Entrepreneurship from **Graphic Era University**.
- B.COM (**HONOURS**) from **University of Delhi** -2009
- Higher Secondary from **ISC Board** - 2006
- High School from **ICSE Board** – 2004

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### TRAINING EXPERIENCE

Project Title : Comparative study of ING VYSYA BANK with other private banks.  
Organization : ING VYSYA BANK (Dehradun)  
Designation : Management Trainee  
Period : 4 weeks  
Key Learning's : Knowledge about banking and banking products.

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### COMPUTER SKILLS

- Basics - MS Office (Word, Excel, PowerPoint).
- Good understanding of the internet and related technologies.

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### PROJECTS UNDERTAKEN

- a) Carried out a marketing project for **Shikhar foods** , Dehradun.
  - The project involved making a marketing plan for the **Shikhar foods** which also comprised of promotion and advertising tactics, after a market research and helping in expanding its business.
- b) Rural Marketing in village Sabhaawala in Dehradun.
  - This involved searching of viable needed products which could be sold out there and finding of the products which could be brought from there can be sold in city and the project ended in generating profit for both the parties.
- c) Initiated a Social Cause named '**Helping Hands**'.
  - This cause involved helping the needy people and was carried out by collecting warm clothes and blankets in college and further distributing them in a tribal village.

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### ACHIEVEMENTS

- Awarded as sportsmen of the year in school.
- Captain of school basketball team.

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### EXTRA CURRICULAR ACTIVITIES

- Played in school Basketball team.
- Active participation in School Sports Meets.
- Organized a social event "**HELPING HANDS**"

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**KEY SKILLS/STRENGTH**

- Willingness to learn and share knowledge
- Quick learner
- Team player
- Strong analytical skills
- Good Communication skills.

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**PERSONAL DETAILS**

**Date of birth** : 22<sup>nd</sup> January 1987.  
**Father's name** : Mr D.S.Chauhan  
**Languages** : English and Hindi.

**Date:**  
**Place:**

**(SANJAY SINGH CHAUHAN)**