

Rahul Chandrakant Gandhi (B.com/ Jr. Audit Executive)

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Professional Summary

To work in learning and challenging environment utilizing my skills and knowledge to the best of my abilities and contribute positively to my personal growth as well as growth of the organization.

Professional Skills

Enthusiastic, self-motivated, strong interest in learning new things, Flexible, multitasking, Strong analytical skill, Strong interpersonal and influencing skills

Work Experience

❖ Jr Executive (Internal Audit) - Shriram Transport Finance Ltd. (Oct, 2019 to July, 2020)

Key Responsibilities:

- Participate and perform detailed test work efficiently within defined targets as part of an audit team.
- Analysis the data, execute the internal audit methodology and applying concepts in audit delivery.
- determine the adequacy of controls by considering business and technology risks in an integrated manner.
- Plan, execute and document audits with limited supervision and to a high standard in accordance with department and professional standards.
- Develop suggestions for process efficiencies & control improvement based on work performed.
- Analysis of Vehicle Loan & business loan disbursement process.
- Audit of Branch operations & reporting.
- Post Disbursal of Loans, ensuring whether all the documents required as per the Sanction terms and conditions of Loan are on record.

Educational Qualification

Exam	Board/University	Grade
B. Com	Mumbai University (Kalina)	C
HSC	Maharashtra State Board (Swami Vivekanand Jr. College)	B
SSC	Maharashtra State Board	B

Technical Qualification

❖ English Typing Speed : 40 w.p.m.

❖ Marathi Typing Speed : 30 w.p.m.

❖ Computer Literacy:

- Well versed with MS Office applications in Advance
- MIS Report / Email / Internet Browsing
- Software used in STFC UNO and OMNI.
- HTML, XML, Wordpress, SEO basic, Photoshop, CorelDraw, Flash

Personal Information

- Gender : Male
- Languages known : English, Marathi, Hindi,
- Marital Status : Single
- Interests : Listing Music, Watching Tv., Travelling.

Declaration

I hereby declare that the information given herewith is correct to my knowledge and I will responsible for any discrepancy.

Place : Mumbai, India

Date : / / 2021

Rahul Chandrakant Gandhi