

CURRICULUM VITAE

Sat Parkash Rawat

[Email-satparkash1183@gmail.com](mailto:satparkash1183@gmail.com)

To deliver my best to any activity I undertake; to make a positive contribution to the organization I join and to achieve success through dedication, hard work and knowledge.



Qualification	School / College	Board/University
M.Com	Kurukshetra University	Kurukshetra University
B COM	Govt. Collage Gharaunda	Kurukshetra University
10 th &12 th	Govt Sen. Sec. School Arainpura Karnal	B.S.E.H.



Package : MS Office, Internet and E-Mail,



ROHA HOUSING FINANCE PRIVATE LIMITED FROM 04 DEC 2023 till date As a OPERATION MANAGER FOR KARNAL CLUSTER.

JOB RESPONSIBILITIES: TEAM HANDLING .

- 1.** Responsible for timely screening of all the files for log in.
- 2.** Responsible for the overall customer requirements at the branch
- 3.** Receiving all legal dox as per company policy.
- 4.** Responsible for preparation of various MIS on weekly /monthly / annual basis.
- 5.** Preparing files for disbursement.
- 6.** Central Registry of Securitisation Asset Reconstruction Maintain
- 7.** Chq handover Register Maintain .
- 8.** Cash Handling .
- 9.** Maintaining the dockets (original property documents for the complete term of the loan
- 10.** Scan Basis Disbursement Multiple Locations.

Currently working ROHA Housing Finance Pvt Ltd from 04 Dec 2023 To Present

SMFG India Home Finance Co Ltd from 11 Jan 2023 To 02 Dec 2023 as Senior Executive Operations for Sonipat Branch.

Shubham Housing Development Finance Co Ltd from 19 SEP -2022 TO 06 Jan 2023 as Assistant Manager Operations for Panipat Branch.

Vastu Housing Finance Co Ltd from 18 Feb 2022 To 18 Sep 2022 as Assistant Manager Operations for Karnal Branch

HDFC BANK LTD from 8 Jun. 2021 to 17 Feb 2022 as Sales Officer for Panipat Branch

HDFC LTD from 1 Nov 2017 to 31 Oct 2020 as Branch Operation Executive for Karnal/Panipat Branch

HDFC BANK LTD from 18 Aug 2009 to 18 Oct 2017 as Junior Officer for Karnal/Gharaunda Branch

Name	Sat Parkash
Father's Name	Sh Surat Lal
Date of Birth	11/12/1983
Permanent Address	#310, Ward no 6, Gharaunda, Karnal-132114
Sex	Male
Marital Status	Married
Languages Known	English, Hindi
Hobbies	Listening to Music
Contact	+91-8295599428

I hereby declare that the information furnished above is true to the best of my knowledge and belief.

(Satparkash Rawat)