

# Naved Patel

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## About

Skilled Management professional with hands on experience product management particularly in two wheeler finance and previous experience include ERP Implementation & Client Acquisition.

Skills include business analysis which include process modification and validation, Gap analysis, Assisting in planning and design process, Knowledge sharing and training , monitoring and reporting, Generating product report, and Coordination with stakeholders, Have sound knowledge of Microsoft power BI, customer need assessment, interpersonal and relationship building skills, Power presentation and excel.

My area of expertise and interest is business analysis, product management & process modification, coordination, data analytics, operation and finance, customer supports, policy generation, business process integration and corporate strategy.

## Experience

**Company:** Loksuvidha Finance Limited

**Designation-**Management Trainee

**Location:** Nagpur

**9<sup>th</sup> Dec 2019 -- Present**

### **Job Responsibility:**

- Managing & modifying existing Product i.e. Two wheeler loan.
- Designing Polices and processes.
- Performing Gap analysis.
- Designing flow of system with new tie ups like ICICI & L&T etc.
- Designing Training material and user manuals' for Sales & operation team
- Defining performance parameter
- Deliver Training about new development to various stakeholders like (ASM, ZM, Sale & operation Team etc.)
- Performing Data Analysis and market study using tools like MS Excel-RAG analysis, Portfolio Analysis, Company sales analysis etc.
- Presenting Outcomes of analysis to board & conducting monthly sale meet
- Monitoring System & solving field issue.
- Co-ordination with IT Team, Sales team, operation team & collection Team.
- Maintaining relationship with Dealers of Maharashtra and MP Region.

**Company:** Lighthouse Info Systems

**Designation-**Functional Consultant

**Location:** Nagpur

**1<sup>st</sup> July 2019 – 1<sup>st</sup> Dec 2019**

### **Job Responsibility:**

- Worked on Plant Maintenances Modules, material management and Sales & Distribution modules of assigned Clients.
- Gather Businesses Requirements, Understand Processes and technicality involved in various Processes

- Analyze and solve complex clients issues related to data and processes.
- Provide onsite & off site training to clients.
- Provide support to Clients critical issues.
- Preparation of Help Document for Organization as per requirements.

## Internship

**Company Name :** Sharekhan Ltd

**Designation :** Marketing Intern

**Duration:** 15 may 2018 - 10 July2018

**Learning objective:** Our main focus was on personnel finance and mutual fund

**Learning Outcomes:** In Sharekhan Ltd I have learned about various financial products available in market. We had a market exposure every day, online session which includes various modules such as stock market, online trading, news session; book reviews etc. and had gain good experience by one on one interaction with customers.

## Technical Skills and Knowledge

- MS-Office suits
- Basic Knowledge of PL/SQL
- Sound knowledge of Microsoft PowerBI, Outlook & trello.
- Have sound knowledge of CREO V.2.0 PTC certified mechanical Design Software.

## Achievements & Co-curricular Activities

- Won Silver Medal In National Level SWOT INDIA Competition
- Organized College Educational Tour at Kolkata for 10 Days Single handedly
- Organized College youth festival 'KASHTI 2017' and was leading promotion team
- Successfully qualified AMCAT exam

## Participations

- Participated in National Stock Exchange Program
- Participated in National Student Parliament
- Actively participated in Academic guest lectures, co-curricular and extra-curricular activities.
- Participated in National level paper presentation competition held at Priyadarshini College Nagpur
- Served as a president of G.H. Rasoni MBA College for year (2018-19)

## Personal Traits

- Collaboration
- Adaptability
- Troubleshooter
- Analytical skills
- Strong work Ethics

## Academic

- **MBA**(completed-2019) 7.27 (CGPA)  
Raisoni College of Business Management, Nagpur
- **B.E.**(Mechanical Engineering) 62.56 %  
Madhukarrao Pandav College of Engineering, Bhandara
- **H.S.C.**(Maharashtra Board) 65.00 %  
Guru Nanak Jr. College, Bezonbagh, Nagpur
- **S.S.C.**(Maharashtra Board) 69.00 %  
St. John's High School, Sadar, Nagpur

## Personal Details

**Name** : Navedkhan Patel      **Father Name** : Rafiquekhan Patel  
**Gender** : Male      **Marital status** : Single  
**Date of birth** : 5<sup>th</sup>Feb 1992  
**Address** : President Apartment, Flat no-203, 2nd Floor, Near Hotel Grand,  
Satarwada, CA Road, Nagpur-440018MH  
**Languages known** : English, Hindi & Marathi

**Date:** 21<sup>st</sup> August 2020  
**Place:** Nagpur

  
**Naved Patel**