



# NIBU KURIAN

## Processor Associate

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📍 DUBAI, UAE

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### PROFILE

I am an experienced finance and banking professional specializing in transaction management, precision, and compliance. I excel in using industry-standard tools and have a strong eye for detail. I am committed to improving financial processes and am eager to contribute my skills in challenging environments to drive success.

### PROFESSIONAL EXPERIENCE

#### Sutherland Global

02/2022 – 12/2022 | INDIA

##### Transaction Processor Associate

- Received, sorted and directed incoming mail to maintain good communication channels.
- Hands-on experience in handling Income, Credit, Assets, Appraisal and Closing documents.
- Evaluated loan risk through verification of loan application information.
- Delivered outstanding service to clients to maintain and extend relationships for future business opportunities.
- Trained new staff in company procedures, operational best practices and computer software.
- Well-versed with Full underwriting with Decision making.

#### Aircon India South

07/2019 – 01/2020 | INDIA

##### Junior Accountant

- Processing invoices, payments, and expenses.
- Operated cash register for cash, check, and credit card transactions with excellent accuracy levels.
- Counted money in cash drawers at beginning and end of shifts to maintain accuracy.
- Verified accounting records and following up outstanding transactions.
- Posted financial data to appropriate accounts in automated accounting system.
- Ensured timely bank payments.

## EDUCATION

**Bachelor of commerce (B.com)**  
Mahatma Gandhi University

2015 – 2018 | INDIA

## AWARDS

<b>Best Performer Award</b> American Pacific Mortgage ( United State)	09/2020
<b>Best Performance Award</b> Reliant Bank (United State)	06/2021
<b>Best Performance Award</b> Reliant Bank (United State)	03/2022
<b>Certified Residential Underwriter</b> Mortgage Bankers Association (United State)	06/2022

## CERTIFICATES

- Tally ACE
- GCC VAT
- Advanced Diploma In Professional Accounting
- Consignment Booking Assistant
- Training In Financial Accounting and Taxation
- Microsoft Word
- Microsoft Excel

## SKILLS

- Customer Relation
- Financial Analysis
- Team Management
- Credit Underwriting
- Cash Handling
- Document Control
- Customer Service
- Credit Analysis
- Banking and Finance

## LANGUAGES

- English
- Malayalam
- Hindi
- Tamil