

SIVARANJANI ARUNAGIRI

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Email-ID : sivaranjaniramaraj@gmail.com

Date of Birth : 27-May-1995

Nationality : Indian

Languages known : English, Tamil

Spouse's Name : Arunagiri Balasubramanian

Address : Al nakheel, Ras Al Khaimah, UAE

Visa status: Family visa(spouse) valid 2 years



OBJECTIVE:

Targeting high level prospects in trade finance with an esteemed organization of repute in the banking/financial sector. Dedicated individual working efficiently to achieve organizational goals in both independent and group environments.

WORK EXPERIENCE:

1) Organization - Wellsfargo international solutions private limited, Chennai(Multinational US Bank)

Tenure - January 2022 – May 2023

Designation - Trade service processor

Roles & Responsibilities – Collections –

- Handling Import, export documentary collection booking.
- Handled of MT 103 and 202 payments.
- Having good knowledge in URC 522.

Open Account –

- Handling open account document presented
- Processing Open account discount, mid way discount transaction based on the request of customer.
- Handling of MT 103 and 202 payments.
- Handling of hold, Bangladesh shipment transaction reports.
- Follow and ensure compliance with internal policies.
- Follow and ensure necessary compliance checks are performed for each transaction as per sanction rules.
- Effectively completing assigned tasks within turnaround time.
- Providing process training for fellow employees and helping them to achieve productivity

2) Organization - Standard chartered global business services private limited(SCB BANK), Bangalore

Tenure - September 2018 – December 2021

Designation - Senior officer

Roles & Responsibilities –

- Handling export documentary collection booking, MT103 payments, amendments.
- Processing transactions like reduction, free of cost, set off, net off.
- Ensuring all the transactions are done within TAT.
- Ensuring necessary compliance checks are performed for each transaction as per sanction rules.
- Got the access to release the transaction under DSR.
- Supporting the business continuity plans and supporting the team at crucial times.
- Providing process training for fellow employees and helping them to achieve productivity.

EDUCATIONAL PROFILE:

Bachelor of Technology (B.TECH – Information Technology) – 7.81(CGPA)

VIT University (Vellore Institute of Technology),Vellore campus, Tamil Nadu, India.

AWARDS/ACHIEVEMENTS/CERTIFICATES

- Admitted under STARS Scheme with 100% scholarship to pursue B.Tech Degree in VIT University,Vellore
- Awarded Team Spotlight Award – 2023
- Completed Junior grade Typewriting English - 30 Words per minute.

DECLARATION:

I hereby declare that all the details given above are true and correct to the best of my knowledge.

Sivaranjani Arunagiri

SIGNATURE