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# NMITD

Estd. 1884

Navinchandra Mehta Institute of Technology & Development



## SWARANGI SHIRISH PATKAR Sr.Operations Associate (RIS)

### CAREER OBJECTIVES

To secure a challenging position in the finance industry, utilizing my analytical and financial skills to contribute to the organization's growth and profitability.

### EDUCATION

<b>2023</b> NMITD Mumbai	<b>MMS Finance</b> Pursing
<b>2019 - 2022</b> MUMBAI UNIVERSITY	<b>BAF</b> Bachelors in accounting and finances 7.22 GCPA
<b>2018 - 2019</b> MH Board	<b>HSC</b> Model Collage Dombivli 65.08%

### WORK EXPERIENCE

<b>2022 - Present</b> KFin Technologis Ltd.	<b>SR. Operations Associate</b> <b>(Corporate Resistry RIS)</b> IPOs, AGMs, KYC Updation & Unblocking of funds/Dividend/Non ISR Queries all queries related to Shares. Directed investors to appropriate personnel to address concerns, resolve complaints and answer doubts. Collecting & analysing data of unlisted companies.
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### 2018 - 2019 ASSOCIATE ACCOUNTANT

#### APMH ASSOCIATES LLP

I worked as a trainee accountant at APMH & Associates under the senior accountant to develop my knowledge of accounting industry and to gain practical experience at start of my career. I was involved with tasks such as creating invoices, managing accounts, reconciliation in Tally Prime Gold Software and outstanding dues collect of clients and creating financial report in Excel Software

### CONTACT ME

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### SKILLS

- Bank Reconciliation
- Financial Reporting
- Microsoft Excel
- Kyc, unblocking of funds/ Dividend/ Non ISR queries

### PROJECTS/EVENTS

- LIC IPO  
BSE INDIA- MUMBAI
- L&T AMG  
L&T LTD-MUMBAI
- AWS SUMMIT  
AMAZON INDIA-MUMBAI
- Mukund and Mukund  
Company AGM  
Registration & EVoting
- Share Bazar Event  
NMITD
- The Bombay Dyeing  
EGM - Mumbai
- Case Study  
MERGER AND AQUASITION OF JP  
MORGAN
- Retract Events