

RESUME

Sameer Tulshidas Shinde

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CAREER OBJECTIVE

To be a smart and successful Professional, eager to take up challenging jobs that provide opportunities for growth in terms of experience & knowledge and to express my talents.

ACADEMIC CHRONICLE

Course	Institute	University/Board	% of Marks
B.Science (2008-2011)	SIES collge of Arts, Comm & Science, Sion	Mumbai University	55.62%
HSC	N.G.Acharya and D.K.Marathe college, Chembur	State Board	50%
SSC	Amarnath High school, Govandi	State Board	72.40%

TECHNICAL QUALIFICATION

Certificate In Computer Application (MS DOS, MS Office – Word, Excel & Power Point).
Typing English – 30 W. P. M, Advanced excel VLOOKUP, Pivot, Formulas.

CERTIFICATION

- Successfully completed training and certification in DATA Analyst. (Apr 2023 – Oct 2023) from TOP Mentor Institute.
- Successfully completed training and certification in Python, SQL and Tableau. (Apr 2023 – Oct 2023) from TOP Mentor Institute.

WORK EXPERIENCE

1)

Name of the concern : Euronet Worldwide.
Designation : AM- ATM Reconciliation
Department : Recon Operation
Duration : 21 March 2017 to 23 Feb 2023

SUMMARY OF WORK EXPERIENCE

1. Processing recon using Host file, Switch file and Interchange file. For DBS Bank (Development Bank of Singapore)

JOB RESPONSIBILITIES

INTERCHANGE RECONCILIATION:

- Doing End to end Recon & generating TTUM.
- Reconciliation of Issuing (POS and withdrawal) and acquiring (withdrawal) transactions on daily basis.
- Handling the query of branch as phone and mail which are related all VISA network transaction.
- Reconciliation between Switch, Host & Interchange files.
- Prepare settlement of Visa (Issuing and acquiring)
- Efficiently handling Visa Acquiring (ATM) and issuing (POS, ATM) chargeback and re-presentment as user dispute to acquire bank.
- Ensuring correct settlement of funds receiving from VISA tie-up & accounting for the same on daily basis.
- Daily and Monthly MIS preparation for Reconciliation reports.
- Prepare report on excel using different reporting tools and formulas.
- Maintain reports for audit related.
- Report generation thru Pivot table and Pivot chart.
- Following with CITs for CBR
- Generating consolidated CBR and tallying with GL.
- Checking dispute for NFS (i.e., NTSL file)
- Generating recon reports for VISA and NFS and tallying with GL (i.e. Tallying all GL accounts)

2)

Name of the concern : Financial software & systems (P) Ltd.
Designation : Sr. Technical Associate
Department : Reconciliation operations - ATM Business
Duration : 01 Oct 2013 to 23 Sep 2016

COMPANY	DESIGNATION	TIME LINE	DURATION
Financial Software and Systems (P) Ltd	Sr. Technical Associate	01-Apr-15 to 23-Sep-16	1.6 yrs
Financial Software and Systems (P) Ltd	Technical Associate	01-April-14 to 30-Mar-15	1.0 yrs
Financial Software and Systems (P) Ltd	Trainee - Technical Associate	01-Oct-13 to 30-March-14	0.6 yrs

SUMMARY OF WORK EXPERIENCE

1. Three years' experience in reconciliation, tally process and also in reconciliation process for brown label ATM's.
2. Possess good knowledge in Banking Domain. (Allahabad Bank CBS Project Office Sanpada)

JOB RESPONSIBILITIES

INTERCHANGE RECONCILIATION:

- Downloading all raw files such as host files, switch files, Interchange files (NFS, Rupay), VISA& Master card files and extracted in application on daily basis.
- Doing recon process for respective network (Interchange) file and analyzing the Reconciled & Un-reconciled recon report.
- Generating settlement voucher has been sharing to Bank (NFS ATM & Rupay, Visa and Master card) within Turnaround Time.
- Network level co-ordination with internal, external & Bank related to any connectivity level issues for DCRS application.
- Preparing of MIS of all activities (Dispute cases/chargeback, Representments, Adjustment)
- Raising charge back of NFS, Rupay and Visa
- Attending & resolving customer disputes for On-Us & Off-Us withdrawals transactions of more than 1300 Allahabad Bank ATM'S in DCRS. Appropriate efforts to meet 6 days dispute resolution guideline issued by RBI.
- Attending the Debit adjustment and Credit adjustment for issuing and acquiring transaction.
- EJ logs checking for Acquiring disputes. Follow up of the JP logs for unavailability of EJ logs with branches and Vendors on mail and phone.

3)

Name of the concern : (ADFC) Atlas Documentary Facilitators Co. P. L.
Designation : Processing Officer
Department : Issuing chargeback Process
Duration : 21 Feb 2012 to 20 Sep 2013

SUMMARY OF WORK EXPERIENCE

1. One and half year experience in Issuing Chargeback process.

JOB RESPONSIBILITIES

ISSUING CHARGEBACK

- Handling Debit card Disputes (ATM and POS) of HDFC bank customers (MASTERS CARD)
- Raising daily chargeback.
- Having good knowledge of **MASCOM** by Sending document to Acquiring Bank and receiving document form Issuing Bank for Representment and chargeback. For **MASTER CARD** Queries.
- Sending & replying mails.
- Making cases (Hardcopies) for raised chargeback.

All activities are time bound and are completed within the specified TAT set up by **HDFC BANK LTD.** Which requires high level of proficiency and speed. All activities are subjected to a high degree to Audit by the bank to check the completeness and correctness of the data inputted in the system.

PERSONAL PROFILE

Father's name : Tulshidas D. Shinde
Date of Birth : August 01st 1988
Gender : Male
Marital Status : Married
Nationality : Indian
Religion : Hindi

LANGUAGES KNOWN

To speak : English, Hindi & Marathi

To write : English, Hindi & Marathi

To read : English, Hindi & Marathi

DECLARATION

I hereby solemnly affirm that all details provided above are true to the best of my knowledge and belief and that all the time, I shall carry myself in a manner that lends Dignity to the organization and worthy enough of the person.

Yours Faithfully,

Place: Mumbai

Date:

Sameer T. Shinde