



AQUEEL ANJUM BAJAJWALA

Flat no 803, 2-C Bldg , H& M Royal society opp Talab Kondwa , Pune.
411 048

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Motivated teaching professional with over 18 years experience in Banking industry and 12 years of teaching, striving hard for fulfilling student needs and ensuring proper student development.

Date of birth: 14.07.1962
Telephone no: **9028415228**

Academic qualification **Bsc , MBA, MCA.**

Approved faculty university of Pune for BBA and BCA Courses.

Professional Experience:

Poona College of Arts Science and commerce Pune.

Position held: Lecturer in Management and Commerce. Since : Jun-2011

Presently teaching the following subjects:

1. Business Accounting.
2. Financial Accounting.
3. Cost Accounting
4. Management accounting
5. Business laws
6. Principles of Finance

7. Banking and Finance
8. Analysis of Financial statements.
9. Financial Services
10. Management Control System.
11. Supply Chain and Logistics Management.

Arihant college of Commerce and Science Pune

Position held HOD and Lecturer

Since 07/2007 till Jun 2011.

Taught Subjects for BBA ,BCA, B.com (Pune university) MBA (Sikkim Manipal university)

1. Banking and Finance, Marketing and Salesmanship for B.com
2. Business Accounting Cost and Management Accounting Business laws, Principles of Management for BBA, BCA.
3. Cost Accounting for BBA, BCA and MCA .

C) The Muslim Co.op Bank ltd Pune.

Position held: Compliance Officer.

Since Jan-05 till Jun-07.

Job Profile: To bestow adequate attention in complying with the various directives /guidelines of the RBI and ensure that the transactions are put through accordingly in the bank. Inspection of the branches and ensuring that the policies of the bank are implemented and ensuring that the branches timely submit the compliance of various audit reports viz internal, concurrent, and RBI inspections. Checking of the advances disbursed and ensuring that all the terms and conditions have been fulfilled.

Bombay Mercantile co.op Bank ltd.

Position held: Special Assistant attached to the office of the Deputy General Manager.

Since 01/1988 to 04/2004

Job Profile

- Evaluating, credit proposals and assessing the borrower ability for repayment and periodic service of loans.

- Risk Assessment of all types of lending, Inspection of client locations and reporting on inventory accounts receivables from a working capital standpoint.
- Periodic as well as perpetual assessment of large borrowers over RS 10 lacks and taking proper follow up action.
- Assisting the Deputy General Manager in preparation of Board reports and submitting the reports on performance of advances and forwarding recommendations in the case of debt recovery matters.
- Checking weekly Trial Balance of the branches.
- Proficiency in the area of inter branch reconciliation and coordination between Head office and branches from the stand point of Reserve Bank of India Guidelines and adhering to report obligations.
- Advising senior management as a part of Core team on quality of the assets portfolio and also participate in implementing decisions of Board of Directors.
- Setting of targets to the branches for deposits.

Achievements:

- Curriculum Design

Designed, developed and implemented daily lessons for 90 students.

- Lesson Implementation
Met all assigned teaching goals through the implementation of in-plant training to students.
- Curriculum Development:
 - Developed innovative semester lesson plans and practical application exercises for classroom.
 - Counseling
Served as student mentor and counselor for students when academic problems and personal adjustments arose, meeting with guardians to reach solutions.
 - Evaluation of university Exam Papers for BBA and BCA.
 - Attended various training programs conducted by the Bombay Mercantile Co.op Bank ltd at their Shaikh Mohamedali Allabux

Banking training college at Vashi and training programs conducted by Pune District Bankers association.

CERTIFICATIONS:

- Approved University of Pune Lecturer.
Vide letter no CCO/703 dated 18.12.09 from 07.10.08
- Title of Papers presented in various Journals.
 1. Emerging trend in Banking Sector.
 2. Problems and their solutions in mergers and acquisitions.
 3. E-payment system issue and challenges.
 4. Innovative techniques for Banking Industry for
Improvisation of Sales and customer Services.
- Attended various state, National and International seminars.

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