

## CURRICULUM VITAE

**FLAVIAN JOEL PINTO**

**Email id:** [flavianjoelpnt87@gmail.com](mailto:flavianjoelpnt87@gmail.com)

**Mobile:** +91 9019306075

### **CAREER OBJECTIVE:**

To establish myself in the field of education to utilize my skills and experience to help myself to achieve high improvements in academics. To be associated with the organization, which provides me an opportunity to implement my skills practically and helps to grow myself along with the organization.

### **WORK EXPERIENCE:**

#### **MY ROAD RUNNER**

**Digital Marketing Executive(23 DEC 2017- 28 FEB 2018)**

##### **Roles and Responsibilities:**

- Reporting to the Managing Director regarding the daily activities of the firm.
- Handling website, Social media pages and making report and updating the log sheets.
- Posting company related advertisement in the company website and company social networking page.

#### **ST. MILAGRES CREDIT SOUHARDHA CO-OP LTD, SURATHKAL**

**Junior Assistant (09 OCT 2018-28 NOV 2019)**

##### **Roles and Responsibilities:**

- Reviewing daily accounts, Funds and investment management.
- Auditing at branch level.
- Loan recovery and follow up.
- Analyzing applicants financial statements.
- Loan file buildup and maintenance.
- Following instruction from Manager sand built loan files according to it.

#### **ST. MILAGRES CREDIT SOUHARDHA CO-OP LTD, SURATHKAL**

**Branch Manager (29 NOV 2019-30 APR 2021)**

##### **Roles and Responsibilities:**

- Evaluated Cooperative's performance statistics, and created new initiatives to increase deposit and
- Loans along with Value Added Services.
- Prepared Payroll of all staffs after considering all deductions and advance salary paid.
- Made sure that the branch had access to the appropriate resources when loans had to be lent.
- Developed and implemented budgets for the year based on Cooperative needs as guided by HO.
- Carefully reviewed all loan agreements to ensure their compliance with policies.
- Ordered credit and title reports as per CIBIL.
- Responsible for strategic and tactical fund allocation into branch loans or into DCC banks.
- Recovered tough defaulters and filed Arbitration case if failed to repay.

## EDUCATIONAL QUALIFICATIONS:

Degree	Board/University	Institution	Year of Completion	Percentage
B.E in Computer Science	Vishveshvaraya Technological University	Canara Engineering College	2017	54.47
XII	Karnataka State Board	St Aloysius PU College	2013	67.33
X	Karnataka State Board	Holy Family English Medium School	2011	78.08

## KEY SKILLS:

- Hard Working
- Dedicated
- Responsible
- Positive Attitude
- Self-motivated
- Independent

## TECHNICAL SKILLS:

Programming Languages: *C, C++, SQL, WEB Designing*

## COMPUTER SKILLS:

- Pursued a course in “BE in COMPUTER SCIENCE AND ENGINEERING”
- Well versed in MS Excel, MS word and Powerpoint.
- Well versed in core banking solution software(CBS).

## PROJECTS:

- A mini project on 3D rocket launching simulation.
- A mini project on college event website.
- A major project on Automated time table generator using JAVA

## TRAININGS:

- Infosys soft skill training at Canara Engineering college.
- Aptitude training by Indus Education at Canara Engineering College.

## **WORKSHOPS:**

- Attended workshop on ‘ Ruby on Rails ’ at P.A College of Engineering.

## **PERSONAL DETAILS:**

Address : FJ Villa, Near Salian Gas Godown  
Surathkal, Karnataka  
Gender : Male  
Date of Birth : 12/08/1995  
Nationality : Indian  
Languages Known : English, Hindi, Kannada, Konkani, Tulu

## **DECLARATION:**

I hereby affirm that the above specified details are true to the best of my knowledge.

Date:

(Flavian Joel Pinto)