

AARTI ZIKRE

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SKILLS

- Ability to create and maintain effective professional relationship
- Excellent verbal communication skills
- Strong organizational and time management skills in a fast-paced environment
- Ability to work independently and as part of a team
- Confident and determined
- Ability to deal with people diplomatically
- Quick learner, self-motivated and has ability to work enthusiastically
- Ability to cope up with the different situations.

ACADEMIC QUALIFICATION

- St.clair college
- Bachelor of Computer Engineering
Sardar Vallabhabhai patel Institute of Technology(GTU)

WORK EXPERIENCE

Big Bazaar, Vadodara, India

Customer service and salesfloor associate

July 2022 - Nov 2022

- Helping customers to find the product they need
- To take prior stocks of goods on a regular basis
- Great Communication and good relationship with customers
- keeping compartments clean and decent

Café coffee day, Vadodara, India

Café Employee

May 2021 - Sept 2021

- Greet customers entering establishments with a warm smile and friendly greeting.
- Create, maintain, and enter information into databases
- Use computers for various applications, such as database management or word processing.
- Greet visitors or callers and handle their inquiries or direct them to the appropriate persons according to their needs.
- Provide services to customers, such as order placement or account information.
- Conduct searches to find needed information, using such sources as the Internet.
- Learn to operate new office technologies as they are developed and implemented.