

Pritam Ghale

kharibot, Banasthali

Kathmandu

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I am hardworking with customer service and sales experience in the BPO and retail sector. As a barista and call center executive I can explain and present myself quite well. My experience in this field has helped me hone communications skills and ability to multitask.

Skills

- Good knowledge and hands-on experience with Microsoft office.
- Attention to details
- Ability to multitask
- Quick learner
- Excellent people skill, polite, courteous and Friendly

Experience

Aug 2022 - Nov 2022

BnB Softed, pepsi cola- *Call center Executive*

- Process application on behalf of the clients from submission to settlement for our clients in USA
- Communicate with other organizations on behalf of the client
- Provide excellent customer service
- Enter data with high accuracy keeping attention to the details on a daily basis
- Maintain constant communication with supervisor
- Take additional responsibilities as and when required.

27 Dec 2021 - 3 April 2022

Gurkha Coffee House Pvt. Ltd, kharibot- *Barista*

- using coffee machines, espresso machines, grinders, and other equipment to prepare a coffee
- Take customer order and help them with taking and explaining different menu item
- maintain a clean and organized workspace to ensure food safety and a visually appealing café environment.
- Experienced in crafting high-quality espresso drinks, drip coffee, and teas with a strong emphasis on consistency.

