MOGHAL MUDDASEER

Phone: +919100550110 Email: moghalmuddaseer[@gmail.com](mailto:Summiyashireen31@gmail.com).

# Objective

"Being a committed team player, want to be a part of a renowned organization, to contribute towards the growth of the Organization, based on my expertise and to further my personal capabilities by learning from the new exposure within the structured framework of the organization".

# Educational Qualifications

• SSC from Narayana English Medium (GPA 9.5).

• INTERMEDIATE (MPC) from Sri Chaitanaya Jr college(CGPA 7.71)

# Professional Efficiencies

• Soft spoken, debonair and disciplined. • Pleasing personality.

• Efficient in sorting out instantaneously all kinds of service and products related complaints of the customers.

• Adapting expertise with the changing environment. • Diligent, target-centric and result-oriented.

• Strong interpersonal, communication, organization and follow-through skills.

• Extensive knowledge of computer. Strengths • Positive Attitude. • Self-motivated

• Able to adjust in any type of Environment. • Good Communication Skills.

# Experience

• Fresher.

# Key Responsibilities Handled

• The ability to analyse complex technical information

• Conveying the client requirements to the team with regards to the process.

• Adhering to the schedule as prescribed by the Business.

# Technical Skills

• MS Word, Excel, PowerPoint.

• Well versed in working with Computer with Typing Speed of 30 WPM.

• Internet & E-mail Operations.

# Personal Details

Fathers Name: Moghal Jabiulla

Sex: Male

Religion: Muslim

Nationality: Indian

Hobbies: Travelling

Languages known: English, Hindi, Telugu, Urdu.

Address: Hno.12-2-458/10/D, Opp to hill crest apt, hill colony, near Gayathri college, Mehdipatnam 500028, Telangana.

## Declaration

I hereby declare that the information I furnished above is true to the best of my knowledge & belief.

Place: Hyderabad.

Date:

Moghal Muddaseer.