

MANAV PATEL

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SUMMARY

I am a hard-working customer service representative. Dedicated team player and have an ability to work in the fast-paced working environment with upbeat, positive attitude and proven skills in establishing rapport with customers. Motivated to maintain customer satisfaction and contribute to company success. Skilled in both individual and team roles. Able to identify and resolve concerns while promoting new products and meeting sales objectives.

EXPERIENCE

12/02/2019 – 30/01/2020

CUSTOMER SERVICE REPRESENTATIVE, SHARAF DG

- Assessed customer's needs and upsold products and services and maximize sales.
- Worked in a team in an efficient manner.
- Helped customers with complaints and questions.
- Gave customers information about products and services, took orders and processed returns.

12/02/2020 – 25/11/2020

CASHIER, LULU HYPERMARKET & DEPARTMENTAL STORE

- Managed customer's responsibilities with dignity.
- Worked as a productive team member to accomplish companies' goals.
- Worked as a store front cashier to manage cash accurately.
- Effectively dealt with customer's concerns.

EDUCATION

JAN, 2021- APRIL, 2023 (EXPECTED GRADUATION)

AI- SOFTWARE DEVELOPEMENT, CENTENNIAL COLLEGE

JUNE, 2020

HIGH SCHOOL, ASIAN INTERNATIONAL SCHOOL

SKILLS

- Team work
- Time management
- Communication
- Leadership

Certifications & License

- Security Guard License
- First Aid and CPR Certification

AVABILITY:- • Wednesday • Saturday • Sunday