

RESUME

Purvik Nayak

CAREER OBJECTIVE

To gain a dynamic and challenging role, that will offer be the best opportunity for further development of my abilities, skills and knowledge in an established firm with long term career growth possibilities.

CONTACT ADDRESS

8, Amaraashish
apartment, near rly
crossing, Maninagar,
A'bad-380008

MOBILE NUMBER

+91-9724004724

ACADEMIC PROFILE

Education	College/ school	University / board	Passing year	Grade
S.S.C.E	Swaminarayan	Gujarat state board	2006	Distinction
H.S.C.E	Kumkum	Gujarat state board	2008	Pass
B.sc (Maths)	Maninagar science	Gujarat university	2012	Pass

TRAINING AND CERTIFICATES

Certified Training in
VFX (After Effects, Photoshop)

AREA OF INTEREST

Gaming, Travelling

WORK EXPERIENCE

- DESIGNATION: **Quality Analyst & Data Researcher**
- DURATION: **2.5 years**
- COMPANY: **Etech(infocity) / S&P Global**

Company and time period

- **Etech** : **July 2015 – December 2016**
- **S&P Global** : **Jan 2020 – March 2021**

PERSONAL DETAILS

Father's Name: Anil bhai

DOB: 20.6.1991

Sex: Male

Nationality: Indian

Languages Known:

Hindi, Gujarati,

English.

Marital Status: Single

PERMANENT ADDRESS

As above.

ROLE & RESPONSIBILITIES

1. Daily audits (Emails, chats, calls)
2. Feedback to the agents
3. Quality session every month
4. Quality score weekly and MTD
5. Client calibration & interaction
6. Recommendations to grow the business

SOFT SKILLS

- Ability to grasp and learn new technology quickly & accurately.
- Very enthusiastic and highly motivated with a Positive attitude.
- Adaptability and Integrity.

DECLARATION

I hereby declare that all the information and facts given above are true to the best of my knowledge and belief.

Date :

Yours Faithfully

Place: **Ahmedabad.**

(Purvik Nayak)

