

Rahul Janee

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Objective: To use my skills and potential to assist an organization in achieving its goals, seek long term career with optimum growth.

Vodafone Shared Service Pvt Ltd Ahmedabad, Gujarat (India)

03/2018 till Present

Roles and Responsibilities:

Client Services (New Zealand chat process)

S&P Global Market Intelligence Ahmedabad, Gujarat (India)

07/2013 to 11/2017

Data Researcher II

Data Researcher II with over four and half years of experience, including season expert performer, giving training to the new Joiners and Motivating colleagues to maintain the accuracy and make sure to complete the jobs in the given time period for client satisfaction and to meet client's timeliness goals.

Roles and Responsibilities:

- Reviewing the Equity Share capital Documents.
- Giving Trainings to the new Joiners, daily formal report, ES report.
- Worked with cross content department (Sharing resources)
- Floor support, sharing new Ideas related to application and data accuracy.

BANK OF AMERICA Gurgaon, Delhi (India)

04/2010 to 05/2013

Senior Team Member I

Senior Team member I with over three years of experience, including season expert performer, giving training to the new Joiners and Motivating colleagues to maintain the accuracy and make sure to complete the jobs in the given time period for client satisfaction and to meet client's timeliness goals.

Roles and Responsibilities:

- Reviewing the loan documents.
- Examining Transactions to ensure accuracy and completeness.
- Worked with team Lead to achieve team and company goals.
- Training to new employees, floor support, and daily progress report.

Education:

- Graduation from Pune University (Maharashtra).
- Higher Secondary Education (C.B.S.E) (West Bengal).
- Senior Secondary Education (C.B.S.E) (West Bengal)

Hobbies: Watching Movies, Racing, Shooker and much more.

Skills: To complete the given work on time.
To achieve the Company's Goal in any given situation.
Proficient in Excel, Word, Power Point, Internet.
Excellent Communication and Interpersonal skills.

Achievements: Received Performance of the month from the year 2014- 2016 (12 Awards) and Participate in Seal programme Dec 2015 Certificate, this programme was an internal initiative of Corporate Data & Content Automation leadership.

PERSONAL DETAILS

Date of birth: July 11, 1984
Father name: Vinod Kumar Janee
Languages Known: English, Hindi, Bengali and Gujarati.
Marital Status: Married
Strength: Better Understanding the situation & Ability to handle difficult situations.

Present Home Address:

Rahul Janee
Agrawal Apartment
B-1004, 10th Floor
Behind Madhur Hall
Anand Nagar road
Ahmedabad- 380007

Permanent Home Address:

Vinod Janee
Mahalaxmi Apartment
Flat No-2c, Second Floor
Tagore Road, Asansol- 713301
West Bengal
India