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Ahmedabad

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TECHNICAL SKILLS

MS EXCEL TALLY MOBILE EXPERT SALES REPORTING

WORK HISTORY

Policy Master

Sales Agent | MAY 2020 - present

- · contact customers to sell them particular types of insurance & explain policies
- · guide them in the selection process
- · maintain each client's insurance records

EDUCATION & TRAINING

MAHATAMA GANDHI HIGH SCHOOL

10th PASS 2022 **GSEB BOARD**

- Completed professional development course
- · Interned at local fashion businesses
- · Developed final project based on professional experience

SATNAAM COMPUTER CLASSES

TALLY ERP 9, 2021

- Accounting
- Payroll
- Taxation
- Inventory

AWARDS & ACCOLADES

• STAR Agent of the Q3 :

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Most Attractive Person

https://www.canva.com/

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