

CURRICULUM VITAL

Name- Pooja Panchal

Address-

A-103, abhijapa lake view,
Nr.Nirant Chowkdi, Vastral
Ahemdabad – 382345

Mobile No: 9106709047

PERSONAL DETAILS VITAL

Date of Birth : 6/10/1991
Gender : Female.
Nationality : Indian.
Marital Status. : married.
Languages Know: Hindi, English & Marathi.

JOB OBJECTIVE

Seeking a position that will challenge and utilize my education experience and acquired skills to positively impact the Organizations performance and promote Individual growth

EDUCATIONAL QUALIFICATIONS:

❖ H.S.C. from Maharashtra Board.

ORGANIZATON EXPERIENCE

1.

Designation : Telecaller

Duration : 1 years experience

2.

Designation : Call coordinator (At Samsung Service center)

Duration : 6 Months experience

Roles and Responsibilities:**ADDITIONAL PROFESSIONAL QUALIFICATIONS:**

- Completed Basic Knowledge of Computer course. (MS- CITE)
- Tally
- Typing English (30) speed (40)

PERSONAL STRENGTH

- Excellent Interpersonal Communication skills
- Maintains good coordination with clients and subordinates.
- Ability to lead teams and coordinate various activities
- Ever willing to learn and work
- Experienced to work in a time constrained disciplined environment.

So your honor is requested to consider my case and oblige.

Place: Ahmedabad

Date: _____

Reference by:-

