RESUME

**Gunjan Negi**

Address - B-404 Achal Dream House Opp Visat Mata temple Near  
 Chandkheda, Ahmadabad   
 Pin code - 382424 Gujarat.

Mail ID- [gunjannegi565@gmail.com](mailto:gunjannegi565@gmail.com)

**Career Objective:** To contribute to my organization by performing all assigned tasks to the rest of my ability.

# Work Experience:

* **Concentrix (CNX)**
* March 2021 to June 2022 .
* Working as a CSA for SBI Credit card.
* Had taken calls as a CSA.
* Also was under Mailing Department.
* Now Under Dispute department
* Analyzing Customer Transaction Dispute and razing dispute for the same on credit cards networks.

# Comed Chemicals Limited:

* Vadodara- Intern
* August 2019 to March 2020.
* Coordinating with HR and HR Executives.
* Updated Employees Records.
* Analysis of Qualitative Data.
* Updated Employees Records.
* Making and analysis of feedback.

# Academic Credentials:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name of the Course** | **Name of the Institute** | **Percentile Rank** | **Percentage** | **Year** |
| PG DHRM | Maharaja Sayajirao University  Vadodara | **-** | 69.8% | 2020 |
| B.Com. Vadodara | Maharaja Sayajirao University | - | 58.6 | 2019- |
| 12th | Gyandeep Hindi high school | 86.79 | 64.8% | 2016 |
| 10th | Baroda High School O.N.G.C | 55.91 | 58% | 2014 |

**Computer Skills Exercised:**

* Excel
* Word
* Power Point

# Languages known:

* English
* Hindi
* Gujarati

# Personal Details

**Full Name :** Gunjan J.S Negi

**Date of Birth :** 5th September 1998

**Current Address :** Address - B-404 Achal Dream House Opp Visat Mata temple Near  
 Chandkheda, Ahmadabad   
 Pin code - 382424 Gujarat.

**Phone Number :** +918238616007

**E-mail Id :** [gunjannegi565@gmail.com](mailto:gunjannegi565@gmail.com)

**Declaration:** I hereby declare that all the particulars mentioned above are true to my best knowledge and I am willing to work in your esteemed institution with great enthusiasm.

**Place-** Ahmadabad

# Signature

Gunjan Negi