RESUME

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OBJECTIVES:

To gain a position as a customer service executive and providing the best outcomes to the industry I work in. To offer punctuality and commitment to the organisation where I can effectively contribute my skills and work in a team environment.

Languages known:

Gujarati, Hindi and English.

EDUCATION:

Year 10 – Caravan English medium school with 76%

Year 12 Science - Did not finish due to financial circumstances. Did half of my course and finished third semester but unfortunately, did not get chance to give exam of year 12.

ACHIEVEMENT AND EXPERIENCE

Worked as a senior executive in future group big bazaar for 6 months.

Worked as a customer service executive in future group big bazaar for 6 months.

SKILLS

* Product Knowledge
* Quality Focus
* Market Knowledge
* Documentation Skills
* Listening Skills
* Phone Skills
* Resolving Conflict
* Multitask
* Patience
* Negotiation
* Positive Attitude
* Attention to Detail
* People Oriented
* Analysis
* Problem Solving
* Organizational Skills
* Adaptability
* Ability to Work Under Pressure