

Nazia Ansari

Student

An enthusiastic with highly motivated and communication skills having High school Education. Eager to learn new technologies and methodologies. Always willing to get new opportunities which can improve my skills and values.

Work History

Coordinator

Nazia, Surat, Gujarat

- Received and responded to customer requests via email approaches.
- Resolved customers-related disputes through proactive communication.
- Interacted with customers professionally by email to provide information and directed to desired staff members.
- Established positive working relationships with colleagues, manager and customers through regular communication and effective anticipation of needs.
- Have worked on Photoshop.
- Paper typing, Data entry.

Education

- **12th** passed from **Gujarat Board** in **2019**.
- **10th** passed from **Gujarat Board** in **2017**.

<u>Skills</u>	<u>Interest</u>
<ul style="list-style-type: none">• Very Energetic and Hardworking personality• Quick Learner• Artist• HTML• CSS	<ul style="list-style-type: none">• Reading Books• Shopping• Gardening