**KOMAL**

Ramgarh, Gurugram (Haryana)

Kv092777@gmail.com

Contact Details - 6387961490



# Objective

Highly motivated and results-oriented professional seeking a challenging role in a dynamic organization where I can leverage my skills and experience to drive impactful results. Eager to contribute to the company’s growth and success while fostering my own professional development. I am committed to continuous learning and innovation, and aim to excel in a position that offers opportunities for growth, leadership, and long-term advancement.



# Education

**Senior Secondary (12th)**

Government Senior Secondary School, Badshahpur

**Secondary (10th)**

Government Senior Secondary School, Badshahpur

# Soft Skills

* Communication Skills
* Problem-Solving

## Technical Skills

* Customer Service Skills
* Basic knowledge of excel
* Basic knowledge of PowerPoint
* Basic knowledge of Word
* Business process outsourcing



## Strength

* Active Listening
* Patience
* Positive Attitude
* Quick Learner



## Hobbies

* Listening Music
* Traveling

## SELF APPRISAL

I am a motivated and organized individual with strong communication skills. I am good at working with others and enjoy helping clients and teammates. I pay attention to details, stay on top of my tasks, and always meet deadlines, even when things get busy. I’m eager to learn new things and grow in my career.

* Adapted to changing project requirements during an internship by quickly acquiring new software skills, leading to the successful delivery of the project on time.

## Personal Details

* Father Name – Mr. INDERJEET
* Status - unmarried
* Date of Birth: 31-08-2004



## Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge.

signature