

## **Akhil Pal**

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### **Objective:**

To work with an esteemed organisation that provides congenial work environment and where I can contribute towards growth of the organisation using my skills and expertise.

### **Summary:**

An efficient organiser, skilled worker, far-sighted to understand the situation, takes initiatives and respects other person opinion and believes in achievements without compromising morals of being, self- motivator and boosts co-workers for the better output of the team. Good written and verbal communication skills.

### **Academic Credentials:**

- B.Tech in Computer Science Engineering from IEC University, Himachal Pradesh.
- Higher Secondary from D.A.V. Public School, Sec-37, Faridabad.

### **Professional Experience:**

News Heads Network Pvt. Ltd.

- Assisted for employees recruiting, select resumes and conduct the interview.
- Write the latest news in Automobile section of the Website.
- Addressed client queries and offered recommendations. Supported Managing Director in maintaining schedule, and executing special projects.

AJ Corporate, N.I.T., Faridabad, Haryana.(2017-2018)

- Sourced, interviewed and hired qualified candidates for sales and support IT groups and various product development teams.
- Partnered with college recruitment groups to fill entry-level roles.
- Appreciated as a Multitasking employee of the company.

Concentrix, Gurgaon.(2018-2019)

- Provided accurate and appropriate information in response to customer inquiries.
- Collected customer feedback and made process changes to exceed customer satisfaction goals.
- Demonstrated mastery in customer service scripts and changes according to the needs of the customer.
- Built loyalty by placing follow-up calls.

### **Industrial Visit:**

- Microsoft, Gurgaon.

Key Learning during the visits:

- Windows 8 App Development.
- Working Environment.

**Summer Trainings:**

- Vocational Training in C, C++ from Aptech, New Delhi.
- Vocational Training in .Net from HCL, New Delhi.
- Vocational Training in Core Java from Aptech, New Delhi.

- **Technical Skills:**

- Languages: C, C++, Python, Core Java(←Revision needed), **HTML, CSS+Bootstrap5**, Javascript.
- Software: Microsoft Visual Studio, Macromedia Flash.
- Operating Systems: Windows Family, Linux.

**Strengths:**

- Energetic
- Responsible
- Positive Attitude
- Self Confidence
- A good Team Worker
- Very Quick Learner

**Declaration:**

I hereby declare that all the information mentioned above is true to the best of my knowledge.

Sincerely,

Akhil Pal