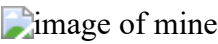


Mihir Raj Singh



Summary

TCET'27 IT | Passionate Student | Aspiring AI Enthusiast | Web Developer| Graphics Designer

Education

- Thakur College of Engineering & Technology Bachelor of Technology - BTech, Information Technology (2023-2027)

Work Experience

- Customer Service Representative - ABC Inc.**

January 1st to January 31st

- Answered customer inquiries via phone and email
- Resolved customer complaints and issues
- Maintained customer records and updated account information

- Administrative Assistant - XYZ Corp.**

February 1st to February 27th

- Assisted with scheduling appointments and meetings
- Managed incoming and outgoing mail and correspondence
- Prepared reports and presentations using Microsoft Office Suite

Skills

- Customer Service : ★ ★ ★ ★ ★
- Microsoft Office Suite: ★ ★ ★
- Organizational skills: ★ ★ ★ ★

Awards and Certifications

- Artificial Intelligence (Azure AI, AI Agents, Generative AI, Introduction to AI, AI Algorithms, Explainable AI, AI Project Manager)

Other

- [My Hobbies](#)

- [Contact Me](#)

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