

Curriculum Vitae

SHAANE ALAIS

Add:- House No. 609 Sector 1 Awas Vikas Colony Bodla Agra 282007

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Objective

➤ To serve the organization with best of my capacity, sincerity and perfection while doing so growth with organization and learning new and better techniques to be a successful professional.

Academic Qualifications

- B.Sc(PCM) from Dr. B.R. Ambedkar University Agra in 2017
- Intermediate from UP Board in 2014
- High School from CBSE Board in 2010

Other Education

- Basic Knowledge of Computer and Internet
- Basic Knowledge of Accounting

Experience

- 1 Year Experience as a Customer Service Associate in Teleperformance Agra
- 5 Year Experience as a Receptionist in Scientific Pathology
- 1 Year Experience as a Customer Care Executive in Scientific Pathology

Strength

➤ Positive Attitude, Honesty, Enthusiastic, Confident, Good Communication Skills, Energetic with Ability to learn and hard working.

Weakness

- I focus too much on the details
- I have trouble saying "NO"

Personal Details

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|-------------------|-----------------------------|
| ➤ Father's Name | Mr. Shafique Parvez |
| ➤ Date of Birth | 17 June 1995 |
| ➤ Gender | Male |
| ➤ Marital Status | Single |
| ➤ Nationality | Indian |
| ➤ Religion(Caste) | Muslim(general) |
| ➤ Hobbies | Self Study, listening music |
| ➤ Languages | Hindi & English |

Declaration

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

Date :/...../.....

Place : Agra

(SHAANE ALAIS)