

# Binalkumar Chhodavadiya

📅 August 31, 2002

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## CAREER OBJECTIVE

Hard-working professional with 1 year of experience and a proven knowledge of customer communications. Seeking a dynamic career and make a positive change in order to create an environment where everyone can materialize their knowledge for one owns and company's growth. Aiming to leverage my skills to successfully fill the role at your company.

## EDUCATION

September 2022 - present

### Bachelor of science (Major in Computer Science)

University of Manitoba.

## SKILLS & ABILITIES

- Strong verbal and written communication skills in tactful manner
- Able to think thoughtfully and can put better ways to work
- Excellent organizational skills with the ability to learn things quickly
- Being able to communicate with boss, co-workers, and clients/customers in all situations
- Rational and can handle ups and downs without losing control.
- Exhibited collaborative skills and maintained good relationships with clients and colleagues
- Demonstrated ability to solve problems with result-oriented attitude
- Exceptional customer service and customer relationship builder
- Strong leadership talents and problem-solving skills to maintain team efficiency and organize workflows
- Microsoft Office Suite and its advance features
- Typing speed of 65 WPM with accuracy of 98 percent
- Fluent English & French beginner

## **EXPERIENCES:-**

**WOKBOX (Winnipeg)**

September 2022 - October 2022

**Role: Food Counter Attendant/ Line Cook**

- Greeted Customers and taken customised orders as required by the customers.
- Worked under-fast paced environment
- Prepared fried food by operating fryers of 12-15 different dishes.
- Prepared recipe box of 12 different items as cook assistant.
- Used devices to get online orders.

**KAMALDHARI INFOTECH (INDIA)**

February 2022 – July 2022

**Role: Web Developer**

- Frontend Web Developer
- Knowledge of Html, CSS, JavaScript, MySQL
- Learned teamwork and professional tactics
- Utilized telephone and email platforms to deliver outstanding customer service
- Recognize potential emergencies and follow procedures to ensure customer safety.
- Arrange appointments with our customers for service work as required

**D MART (INDIA)**

April 2020 - November 2021

**Role: Customer Service Representative**

- Greet customers warmly and ascertain problem
- Resolve the problems via phone and Emails
- Assist with placements of orders, refunds, or exchanges
- Collaborated with internal team members to resolve customer concerns and delivered enhanced customer experiences on the salesfloor
- Maintained extensive knowledge of company products to recommend items aligned with customer needs

**AVAILIBILITY (part time)**

Monday to Friday: 2:30 pm – 11:00 pm

Saturday-Sunday: Full availability.