

# Ajit malik

Customer Support Specialist

📍 Madanpur, Bhubaneswar,  
Odisha, 752054, India

📅 March 20, 2001

✉️ [ajitmalik254862@gmail.com](mailto:ajitmalik254862@gmail.com)

☎️ (+91) 7016354226

in [ajitmalik](#)

🐦 [Ajitmalik18](#)

f [ajitmalik2](#)

## SKILLS

Customer relationship  
management (CRM)

Microsoft Office

Business Development &  
Expansion Skills

Creativity and Problem-Solving

Management Skills

Interpersonal skill

Communication

Content Writing

Feshdesk

## LANGUAGES

English

Proficient as work &  
communication medium

Hindi

Proficient in establishment of  
communication

Odia

Native Speaker

Highly motivated to help the organization strengthen its customer relationship by identifying prospects. Possess the skills to present a product or service to clients in a professional manner

## EDUCATION

**Biju Patnaik University of Technology**  
B. Tech, Electronics and Computer  
Engineering

(August 15, 2019 - May 21,  
2023)  
8.19 CGPA

**Government Junior Science College**  
Higher Secondary, Science (PCM, IT)

(May 07, 2017 - June 02, 2019)

**N.C High school ,Badamulabasanta**  
BSE ,10th

(April 06, 2014 - April 27, 2016)  
7.2 cgpa

## WORK EXPERIENCE

**Physics Wallah**  
Associate

(April 13, 2023 - June 14,  
2023)

♦ Customer Service. ♦ Verbal and  
written communication. ♦  
Organizational skills. ♦ Computer  
and IT proficiency. ♦ Analytical  
skills.

♦ Teamwork skills

🔗 [bit.ly/43KTTEg](https://bit.ly/43KTTEg)

**Intellipaat**

Business  
Development  
Trainee

(March 13, 2023 -  
April 01, 2023)

♦ Excellent spoken and verbal skills  
♦ Ability to persuade and negotiate

🔗 <https://bit.ly/3JQIE73>

## INTERESTS

Customer Service (provide exceptional customer service via various channels, including live chat, phone, and email)

Management

Customer Service

Problem-Solving(Identify, troubleshoot, and solve customer problems quickly and effectively)

## CERTIFICATIONS

**Client Research and Problem Identification Virtual Experience**  
accenture

(April 09,  
2023)

🔗 <https://bit.ly/3mITMie>

**IT Sales Virtual Experience Program**  
CISCO

(February 28, 2023)

🔗 <https://bit.ly/3Y73LEQ>

**Data Analytics**

Accenture

(August 08, 2022)

🔗 <https://bit.ly/3R5Oyki>

**Virtual Experience Program for Software Engineering**  
Cisco

(August 08, 2022)

🔗 <https://bit.ly/3Tefu3g>