

AMREEN KHAN

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Objective

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

Experience

<i>1st April, 2010 - 31st May, 2011</i>	J& A Chartered accountant co Accounts assistant I learned and worked here as a account assistant.
<i>2nd July, 2011 - 10th August, 2012</i>	Nav Jeewan School Teacher I taught here many subjects like English, SST and Evs.
<i>20th August, 2012 - 31st March, 2014</i>	New moon school Teacher I taught here English and Evs
<i>5th April, 2014 - 15th July, 2016</i>	ST. Mark's Global School Counsellor and teacher I worked here as a counsellor and teacher. I found students problem and understand students problem and solve their issues.
<i>1st August, 2016 - 30th July, 2017</i>	MN Model public school Accounts assistant I managed school records and fees record.
<i>1st May, 2021 - 25 May, 2022</i>	Himvedic Ayurvedic Co Health advisor cum Bpo I worked here as a health advisor and outbound and inbound process, email and chat process too.
<i>28th July 2022 -</i>	Tech Mahindra Customer support associate Working here as a customer support associate.

Education

<i>2020</i>	IGNOU MA in English 3.5
<i>2011</i>	Delhi University B.com 3
<i>2006</i>	Pandit Madan Mohan Malviya School, Delhi 12th 4
<i>2004</i>	CR Das School, Delhi High school 4

Skills

Good Learner Team building Problem solving Decision Making

Interests

Surfing through internet

Participate in competition

Cooking

Learn new things

Languages

English Hindi Urdu

Personal Details

Date of Birth : 21/02/1989

Gender : Female



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