

# **RESUME**



**Name:** PRIYANKA  
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**Place:** Bangalore ,Karnataka

**Objective:** Immense hunger and determination to achieve the zenith of success by showcasing my talent and utilizing my skills in a nurtured manner to upgrade and enhance the service for the desired Organization.

## **Educational Qualification:**

Sr. No.	Exam	Name of Institute	University	Year of Passing
1.	DOEACC 'O' LEVEL (equivalent to BCA): Computer and Informatio n Sciences	DOEACC,PATNA	DOEACC	2009-2012
2.	B.COM Accounts Hons.	PATNA UNIVERSITY(DDE), PATNA	PATNA UNIVERSITY	2009-2012
3.	XIIth (H.S.C)	ARVIND MAHILA COLLEGE, PATNA	BSEB Board	2007-2009
4.	Xth (S.S.C)	NOTRE DAME ACADEMY, PATNA	CBSE Board	2006-2007

## • **Languages Known:**

- English
- Hindi
- Bengali

## • **Work Experience:**

SR.NO	DESIGNATION	COMPANY	YEARS
1.	Customer Support Executive and TELECALLER	GPS,CP PLUS PATNA	2019-2020 (JUNE-DECEMBER)
2.	Insurance Agent Assistant	MAX LIFE INSURANCE, PATNA	2019-2020 (JANUARY-JUNE)

## • **Achievements & Awards:**

- Won **several prizes** and **certificates** in **Painting competition**.
- Certificate of Merit in 15<sup>th</sup> Ambedkar State-level Inter School Painting Competition.
- Won **prizes** in **Dancing competition**.
- Sports award in Kabaddi.
- 3<sup>rd</sup> Honour award in Hindi Elocution Contest.

- Got a cash price of Rs. 5000/- in Cooking competition
- Certificate of social service to HELPAGE INDIA.
- Certificate of Appreciation in the Child Welfare Activity of SEARCH FOUNDATION
- Certificate of Chitra Bhushan Part 1,2,3 by Pracheen Kala Kendra,Chandigarh.

- **Key Skills:**

- Problem solving
- Lead Generation
- Excellent Communication
- Interpersonal skills
- Decision Making
- Critical Thinking
- Good Listening Skills
- Ability to handle rejections, stress with patience
- Sales Proficient
- Can quickly adapt to a new environment
- Quick Learner and Observer
- Client service
- Product Promotions
- Remarkable Patience with Reliability and Responsibility
- Strong Visualization and Analytical skills
- Carry a positive attitude with high energy level
- Disciplined and Punctual

- **Hobbies:**

- To acquire knowledge from different areas.
- Feeding and loving all animals specially street dogs .
- Helping needy and poor people.
- In free time I prefer Gardening.
- Painting,Singing,Dancing,Cooking,Acting

- **Personal details:**

- **Date Of Birth:** 20-03-1991
- **Present Address:** Doddakannelli, Bangalore-560035

**Declaration:** - I, hereby declare that the above-mentioned information is correct up to my knowledge & I bear the responsibility for the correctness of the above-mentioned information.

**Signature**

**Date**