# **GEETA JAIRAJ TURKAR**



Nr. Dr. Ambedkar Statue Pindkepar Po. Karanja, Tah+Dist -Gondia 9373383716 | geetaturkarj@gmail.com

## 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

Cogent E - Services Private Limited
 19th March 2018 - 28th December 2019
 CSA
 BPO - Software - Consulting Cogent E Services Pvt. Lmt.
As Customer Support Associate Vadodara Gujarat

Handling inbound and outbound calls, Know customers problem and solve it.

# **EDUCATION**

 S.S. Girls College Gondia 2013
 BA Arts

 S.S. Girls College Gondia 2010 HSC

 G.E.S High School Kawlevada 2008 10th

#### SKILLS

- · MSCIT with 66 Marks
- Typing 30 wpm English

## LANGUAGE

- Read and Write Marathi, Hindi, English
- · Speak Marathi, Hindi, English

## INTERESTS

- Meditation
- · Listing Songs

## PERSONAL DETAILS

Date of Birth : 15/05/1991