

Amina Masood Rajapkar

Customer Service Associat

Email aminarajapkar@gmail.com

Phone 8082112727

Location Mumbai

OBJECTIVE

Extreme customer service skills focused on greeting customers and resolving their queries in a welcoming manner. Possess strong communication and time management skills.

A cerebral palsy patient with an enthusiastic and positive approach towards work and people around. Aspires to inspire and to give the best of myself within each task allotted.

SKILLS

- Microsoft Office Suite
- Customer service
- Adaptability
- Verbal communication

EDUCATIONAL QUALIFICATION

Field Of Study	School	Location	Date
commerce	Patkar varde college	Mumbai	Mar 2010 – Feb 2012
Ssc	Smt Rajrani Malhotra vidyalaya	Mumbai	Jun 2009 – Mar 2010
Human Resource	Dy patil	Mumbai	Jan 2023 – Present

PROFESSIONAL EXPERIENCE

Customer Service Executive Apr 2022 – Present

Teleperformance

Mohali

Addressed customer concerns on call supported team achieving targets on regular basis

LANGUAGES

- English
- Hindi

DECLARATION

I do hereby declare that all the details mentioned above are accurate to the best of my familiarity and confidence.

Amina Masood Rajapkar

27 Apr 2023