

EXPERIENCE

Doctor birth

March 2023 - July 2023

Educational counsellor/Team leader

- Admissions done for MBBS in abroad
- Cold callings will be done on daily basis
- morning quick catch up meeting will be handled to prioritize to achieve targets
- Approaching team with positive attitude to get the things done Asap

Manipal global skills academy

Jan 2023 - Feb 2023

Digital sales executive

- Cold callings will be done suggesting the right course for job placement
- Collecting the data of the candidates Informing about the course and suggesting right course based on eligibility criteria

Matrimony

Aug 2022 - Oct 2022

Senior service Manager

- Handling team to choose accurate life partners to the customers
- Scheduling followup meetings to boost team members

Landmark group

May 2016 - Sep 2020

Customer service executive

- Handling calls incoming and outbound escalations
- Taking follow ups regularly With And intimating customers accordingly
- Main motivation is customer satisfaction so feedback will be taken once product delivered and installed
- Trainings given to New employees about system process

Lifestyle international private limited

May 2010 - 2015

CSR- Customer service representative

Designation:Sales executive -Apparels

- Store operations

Meet sales targets motivating staffs to upsell

- Display And floor merchandising

Ensure usage of Proper shelf Signage, randomly checking barcodes And security

Displaying theme creativity story collection according to the season wise

- Inventory control

Replenishment For the core merchandise and highlight Missing categories

Monitoring stock inward and outward Maintain global count records

- Team handling

Ability to train staff about the concept with regards to product knowledge, Merchandising standards

Team meeting will be taken Helping them to understand important of job responsibility And their contribution towards organization

EDUCATION

IGNOU university

2019

BBA

St Joseph evening college

2puc

ACHIEVEMENTS & AWARDS

Appreciations and Oscar award

SARITHA P

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OBJECTIVE

I am currently looking for a full time position in an environment that offers a greater challenge, increased benefits for my family, and the opportunity to help the company advance efficiently and productively.

SKILLS

- Self confidence
- Motivator
- Good communicator
- Team work skills
- Excellent customer service

LANGUAGE

- English, Hindi, Kannada, Tamil