

Sangeetha Perumalla

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OBJECTIVE

I am a consistent, hard working, highly motivated person. I enjoy working with the public. I feel that i am a friendly, outgoing and dependable person. I feel it is crucial to demonstrate the importance of my job duties and expectations. I am looking to improve my position in the work force, expand my knowledge and skills. I am also looking to establish long term employment in a friendly environment.

ACADEMIC DETAILS

- B.sc [Pursuing] with aggregate of 70 from B.R.Ambedkar Open University
- Intermediate [2008] with aggregate of 68% from Narayana Jr. College
- SSC [2006] with aggregate of 72 from Dilsukhnagar Public School

WORK EXPERIENCE

- Worked as Associate E-Support in Knoah Solutions from Aug 2015 to Sep 2016
Role :I worked for a very well known prestigious client which offers Triple play services like Cable, Internet and Phone. I was into non- voice with Billing department. We used to resolve the queries related to invoice and Basic troubleshooting.
- Worked as Counsellor in WIFI TECHNO from Aug 2012 to Jan 2015
Role :I worked for an educational institution named Wifi Techno.. I use to handle all the appointments and collect fee from the students.. It the instution where B. tech, M.tech and MBA students will do their mini and main projects..

SKILLS

- Hard Working Towards Achieving The Goal
- Active Participation In Volunteering
- MS office

ACHIEVEMENTS

- Shown exceptional skills with assigned processes and received rewards towards recognition of my work.
- Awarded as top performer for multiple times for NPS , Quality and resolving the customer's queries.

STRENGTH

- I believe in honesty and hardwork because honesty is the best policy and hardwork always pays.
- I'm a quick learner and have the ability to learn different skills.
- I can easily adapt to any type of work environment.
- I'm an optimistic person and have capability to work with perseverance.

HOBBIES

- Surfing the internet.
- Cooking.
- Watching television.
- Hanging out with friends.

DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place : Hyderabad

(Sangeetha Perumalla)