

Priyanka R

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Summary:

Looking for a challenging career which will demand the best of my professional ability in terms of technical and analytical skills, and help me in enhancing my current skill and knowledge.

Achievements:

- Employee of The Month March 2019 (SimpliAxis)
- Champ of The Month May 2019 (SimpliAxis)
- Champ of The Month Sept 2020 (SimpliAxis)

IT Skills

Operating System : Windows 95/98/NT/Server 2000/Server 2003/XP and Win 07.

Basic C- language

Office Package : MS – Office (Excel and Word) Internet & MS-Outlook 2010/13.

WORKEXPERIENCE

Company #1

Organization : SimpliAxis Solutions PVT.LTD

Period of Work : Nov 2020 –Oct 20

Designation : Chat Support Executive

Working with SimpliAxis Solutions PVT.LTD from Nov 2018 to Oct 2020 as Chat Support Executive.

Roles and Responsibilities

- Attend customers visiting the website through chat.
- Explain the Benefits of courses.
- Cold calling to arrange meetings with potential customersto prospect for new business.
- Providing discountsfor group participants

- Posting our workshops/events details in websites

PROFESSIONAL QUALIFICATION

- Completed **B.tech degree at sree rama engineering colleges in 2020** • Higher secondary in Sri Gayathri Junior College, Tirupati with **86%** in March 2016. • SSC in Ravindra Barathi High School, Tirupati with **95%** in March 2014 .

Nationality : Indian

Date of Birth : 31-03-1999

Gender : Female

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge

Date: (Priyanka R)

Place: