**KUNCHA SRAVANI**

Email: dollysravs6@gmail.com, Phone: 07741021211

Address: 200 Perth Road Barking, IG11 7UF.

**SUMMARY:**

I’m an enthusiastic, energetic and friendly post graduate student with a positive attitude of work, seeking a part-time position. Able to work over 20 hours a week and over time if needs. I have more than 5 years of experience on handling 100+ customers daily and managed over 150+card and cash transactions. Excellent skills in listening, organization, communication and customer service.

**EXPERIENCE:**

• Worked as a Client Customers assistant in K-fintech for 2 year (2021-2023).

• Worked as an Grocery Store Clerk in More Supermarket (2020-2021).

• Worked as an assistant in family boutique (2019-2020).

• Worked as an sales assistant in ADP Private Ltd (2016-2019).

**EDUCATION:**

Master in International IBM (2023-2025)

University of East London

Master in Commerce (2014-2016)

Sai Sudheer PG College

Bachelors in Commerce (2011-2014)

Deewan Bhadur College

**SKILLS:**

Customer service, Business Needs, Daily Operations, Hard-Working, Meeting Deadlines, Multi-tasking, Quick Learner, Self-motivated, Teamwork, verbal communication skills, Time management, Go-Live, Microsoft Excel

**AVAILABILITY:**

Availability on request