



SAURAV KUMAR

RELATIONSHIP OFFICER

EXPERIENCED RELATIONSHIP OFFICER WITH GOOD EXPERIENCE IN CUSTOMER HANDLING, PRODUCT PROMOTION AND SALES.

✉ sauravkumar9494@gmail.com

📍 RANCHI, INDIA

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📞 7643978455

📅 09 August, 1994

EDUCATION

GRADUATE

YOGDA SATSANG MAHAVIDYALYA

06/2013 - 06/2015

RANCHI, JHARKHAND

Courses

- BACHELORS IN COMMERCE

WORK EXPERIENCE

RELATIONSHIP OFFICER

ADITYA BIRLA HOUSING FINANCE

01/2021 - 04/2021

RANCHI, JHARKHAND

Achievements/Tasks

- SUCCESSFULLY MANAGED TO MEET THE DEADLINE OF 15 LACS FOR EACH MONTH
- SUCCESSFULLY MANAGED TO GET MINIMUM OF 2 NEW CUSTOMERS EACH MONTHS
- SUCCESSFULLY MANAGED TO BUILD HEALTHY RELATIONS WITH THE CUSTOMERS
- SUCCESSFULLY MANAGED TO WORKED WITH THE TEAM IN MEETING COMPANY GOAL

DATA ENTRY OPERATER

DATA CARE

11/2015 - 11/2017

RANCHI, JHARKHAND

Achievements/Tasks

- SUCCESSFULLY MANAGED TO MEET THE DEADLINES
- SUCCESSFULLY MANAGED TO DO MULTIPLE TASK
- SUCCESSFULLY MANAGED TO WORKED WITH THE TEAM

SKILLS

PUBLIC SPEAKING AND PERFORMANCE SKILLS

EFFECTIVE PLANNING TO MEET THE TARGET

EFFECTIVELY MEET THE DEADLINES

INDIVIDUAL DECISION TAKER

TEAM PLAYER

INTERPERSONAL AND VERBAL COMMUNICATIONS

STRONG WRITTEN COMMUNICATION SKILLS

DEDICATED TOWARDS MY WORK

STRONG EMPATHY AND PATIENCE

TECHNICAL SKILLS

GOOD PROFESSIONAL KNOWLEDGE IN MS-OFFICE

PERSONAL PROJECTS

SUCCESSFULLY COMPLETED INTERNSHIP IN PREMSONS MOTORS UDYOG PVT.LTD IN SALES (08/2018 - 10/2018)

LANGUAGES

ENGLISH

Full Professional Proficiency

HINDI

Full Professional Proficiency

PERSONAL DETAILS

STATUS:- UNMARRIED

CURRENT ADDRESS:- JANTA FLAT 8/12 HARMU HOUSING COLONY, NEAR BABU VEER KUWAR SINGH CHOWK, RANCHI, JHARKHAND.

PINCODE:- 834002

EMERGENCY CONTACT NO:- 9798171215