Priyanka Toshniwal

CONTACT

Quality Gardenia, Rose Apartment, Flat no 204, 2nd Floor, Chappal bazar, kachiguda.

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Contact no: 7013575826

SUMMARY

WORK EXPERIENCE

To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving

Sutherland Global services June2022-December2022 Associate

* Handling customer queries on Web Chat.
* Educate current and potential customers with product and service information.
* Probe and troubleshoot customer queries, and provide a suitable and satisfactory solution

Karvy stock broking Ltd April2017-March2018

Sales Executive

* Promoted and sold stock brokering services and products to new and existing clients
* Managed client and company portfolios specializing in HNI customers
* Verified and monitored stock certificates

# Franklin Templeton investments September2014-January2016

Executive

* + Handled inbound calls from shareholders regarding their financial accounts and activity to include in-depth fund information
  + Provided excellent customers service and problem solving regarding financial accounts to include: money matter transactions, address change inquiries and transfer activities

EDUCATION

BCom

ST JOSEPH DEGREE &PG COLLEGE

# April 2011-september2014

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SKILLS

HOBBIES

* Proficient in HTML, Excel
* Complaint resolution
* Report preparation
* Time Management
* Cooking
* Dancing
* Reading