

PAVAN KUMAR GC

Operations Representative

CONTACT

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Rajarajeshwari nagar
kengali road Mysore
570022

EDUCATION

2013 - 2016

BACHELOR OF COMMERCE

- DR CV Raman University

SKILLS

- Basic Excel
- Content Review
- Critical thinking
- Team Management
- Effective Communication
- Decision Making
- Excellent training skills

LANGUAGES

- English
- Kannada
- Tamil
- Telugu

PROFILE

An enthusiastic & high energy-driven professional with having more than 2 years of experience in Content Reviewer. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

WORK EXPERIENCE

Concentrix | Operations Representative

JUN 2022 - AUG 2024

Key Responsibilities

- Reviewing user reports regarding website Content.
- Identify and remove content that violates platform guidelines, including spam, hate speech, and harmful materials.
- Moderate comments and posts to maintain a respectful and inclusive online environment.
- Provide timely and effective user support, addressing queries and concerns regarding content moderation as per the policies.
- Collaborate with the product and engineering teams to improve content filtering algorithms.
- Reviewing user reports regarding website Content.
- Reviewing the play store apps violation.
- Reviewing inappropriate use of Google's trademarks in the app name, logo or app Descriptions.
- Conducting team huddles and discussing about team issues and helping them to resolve.

CERTIFICATES

- Awarded Gold Medal in Karate held at Uttar Pradesh in 2012.
- Awarded Gold Medal in Karate held at Malaysia in 2014.
- Awarded for good leader in NCC camp