

SONIYA

CUSTOMER CARE EXECUTIVE

I am an experienced Customer care executive/ client relation specialist seeking a full-time position in the field of Customer Services and Client relation management, where I can apply my knowledge and skills for continuous improvement.

SKILLS

- Client relationship management
- Good communication
- Persuasive way
- Problem Solving
- Team collaboration and Leadership
- Motivated and Hard working
- MS Office, MS-word, MS-excel
- Typing Speed 40 wpm

EDUCATION

2021-2022

**PRAYAGDAS TOMAR COMPUTER
EDUCATION PVT. LTD**

PG Diploma in Computer Application

2020-2021

IGNOU

PG Diploma of Journalism
and Communication

2017-2020

MAHRISHI DAYANAND UNIVERSITY

Bachelors of Arts(Journalism and Mass
communication)

EXPERIENCE

JIVA AYURVEDA PVT LTD

March 2022 - May 2023

Cold calling (Outbond call)

Verfication of Details

Increase sales of products

CONTACT

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