

ANIRUDH DASH

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Professional Summary

Dedicated Associate Consultant with a strong background in client communication, team collaboration, and problem-solving. Proven expertise in handling customer interactions, facilitating smooth transactions, and ensuring adherence to procedures. Adept at fostering positive client relationships and contributing effectively to team goals. Committed to delivering exceptional customer service and staying updated with industry best practices.

Professional Experience

Associate Consultant | GetSetResumes (Falcon minds consulting)

[Feb. 2023 – Present]

- Got several appreciations for excellent client communication and proper understanding of the requirements, showcasing patient and perception.
- Facilitated client interactions and ensured excellent customer service standards.
- Collaborated with cross-functional teams, including Sales and Operations, to resolve client inquiries and ensure customer satisfaction.
- Maintained accurate records and documentation of client interactions and transactions.
- Acted as a liaison between clients and internal departments, ensuring seamless communication and issue resolution.
- Trained Interns as a FTE facilitating better organization goals.
- Participated in Learning & Development initiatives to enhance skills and stay updated with industry trends.

Education

MSc in Electronics and telecommunications | Berhampur University | 2024(expected)

BSc in Electronics and telecommunications | 7.98 CGPA | Berhampur University | 2022

Core Competencies

- Client Communication
- Team Collaboration
- Problem-Solving
- Documentation(SOP & SOW)
- Customer Service Excellence
- Data tracking & evaluation
- Stakeholder Communication
- Quick learning