

MANISH KUMAR

5/373 Trilok Puri Delhi- 110091

Email Id : bmanish2012@gmail.com

Mobile No. 8920733531,9711205148

CAREER OBJECTIVES

To seek a better opportunity in your esteemed organization and to make my career under your directional approach and enthusiastic guidance of your organizational team, this will make me a part of your management. I wish to continually learn and attain the job satisfaction by the optimum utilization of my qualifications and experience or contribute towards the objective and growth of the organization.

PROFILE

I am driven in all my endeavors by a commitment to excellence. I have the attitude to learn and work in teams. Facing challenges and meeting deadlines are my strengths. Looking forward to work in creative, challenging and learning atmosphere, which provides ample opportunities for growth in the IT & BPO field.

EDUCATIONAL QUALIFICATION

- Senior Secondary Examination from C.B.S.E board of Delhi.
- Senior School Examination from C.B.S.E board of Delhi.
- Graduation from PGDAV Collage (Delhi University) B.A (Pass) in 2000.

PROFESSIONAL QUALIFICATION

- English Typing : Speed 60 word/min.
- Computer Fundamental : MS Office and Internet Application

WORK EXPERIENCE

- Worked with Fidelity global solution Pvt Ltd. As a Team member From 2 Aug-2006 to 2 Dec 2017.

Company Profile:

FIS (FIDELITY INFORMATION SERVICES) is a business unit of DELUX corporation of U.S.A FIS provided "Business Process Management" services, Technology Development & Support Services to financial and retail industries from its Shared Services center in Gurgaon. The center operates on round the clock basis providing, "Back Office processing", "Accounting Services" and Call Center facility to its esteemed customers.

- Worked with I Services Pvt Ltd As a Team Member From 22 Feb 2005 to 31 July 2006 .

Company Profile:

I Services India Pvt Ltd in Noida. Placement Services For Data Entry Job Works. I Services India Pvt Ltd in Noida offers a host of integrated services that succumb to the various requirements of the clients and candidates. Apart from providing hiring services, they provide consultancy by trying to understand the client's needs and requirements before starting the hiring procedure. They also have trained personnel who understand the job needs and preferences of the candidates and further help them in seeking their careers. At present, the following openings are made available for distinguished firms – Health insurance US Base insurance form filling work in our company.

PERSONAL DETAILS

Date Of Birth : 17th Jan 1979
Father's Name : Sh. Sukhbir Singh
Language Known : English and Hindi
Present Address : 5/373 Trilok Puri Delhi-110091

DECLARATIONS

I affirm hereby that all the information made by me true and best of my knowledge and can be verified independently.

Date :

Place :

(MANISH KUMAR)