

PRIYANSHU

Choudhary

+91 7982437323



• priyanshuchoudhary5281@gmail.com



Badarpur border 2nd feet road near Sunil
dairy gali no 53 house no 1503



SUMMARY

Motivated and dedicated professional with strong leadership and communication skills. Adept at delivering excellent customer service, collaborating with teams, and solving problems effectively. Highly detail-oriented, flexible, and committed to maintaining high-quality standards in all tasks. Seeking an opportunity to leverage my skills in a dynamic environment and contribute to a team's success.

EDUCATION

GOVERMENT BOYS SENIOR SECONDARY
SCHOOL

10TH CLASS

GOVERMENT BOYS SENIOR SECONDAR
SCHOOL

12TH CLASS WITH ARTS WITH ECO

SKILLS

- Strong organizational and time-management abilities
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented with multitasking capabilities
- Experience in managing budgets and handling financial documents
- Proficient in Microsoft Office (Excel, PowerPoint, Word)
- WordPress expertise
- Basic knowledge of Tally Fluent in English communication

PROFESSIONAL SKILL

MS OFFICE TALLY

- EXCEL
- POWERPOINT
- WORDPRESS

PROFESSIONAL SKILLS & EXPERIENCE

- Hands-on experience in customer service and client interactions
- Strong problem-solving and decision-making skills
- Ability to manage dynamic environments efficiently
- Experience in leading teams toward achieving goals

CERTIFICATIONS & TRAINING

- Tally (Accounting Software)
- Microsoft Office Suite (Excel, PowerPoint, Word)
- Detail-oriented and able to handle multiple tasks simultaneously

EXPERIENCE

- Overseeing end-to-end production processes to ensure timely and high-quality execution of interior design projects
- Managing and organizing critical project data, including client specifications, material inventories, and vendor information
- Streamlining data entry workflows for improved accuracy and efficiency
- Collaborating with design and procurement teams to align production with project timelines and client expectations