

HIMANSHU

VISA COUNSELLOR

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Service-focused Visa Counsellor is successful at helping students and professionals obtain visas to their desired Countries Like CANADA, the USA, UK, Germany, France, Poland, and Switzerland etc. Delivers promises of accurate, timely support for Indian citizens seeking international immigration assistance. Highly knowledgeable about laws and procedures for different countries.

AREA OF EXPERTISE

Application Processes	Country-Specific Knowledge	Client Communication and Support
Documentation Guidance	Remittance Assistance	Immigration Laws and Regulations

PROFESSIONAL EXPERIENCE

Visa General Manager, Expoglow Global Consultants Pvt. Ltd.

Mar 2024 - Sep2024

- Formulated and executed strategic plans for visa services to align with organizational goals and enhance operational efficiency.
- Led and developed a high-performing visa team, promoting a culture of collaboration and continuous improvement.
- Managed daily visa processing operations, ensuring accuracy, efficiency, and compliance with immigration regulations.
- Built and maintained strong relationships with clients, stakeholders, and government agencies to enhance service delivery.
- Implemented quality control measures to monitor and improve service delivery and client satisfaction.
- Identified and mitigated risks associated with visa processing, developing effective contingency plans.

Visa Counsellor, Beyond Immigration Pvt. Ltd.

Sep 2023 - Jan 2024

- Student admission counselling and managed university/college applications, ensuring compliance with requirements.
- Oversaw all aspects of the Visa and Immigration Service, ensuring smooth processes.
- Guided applicants through obtaining admission and visas required documentation.
- Provided information about educational or occupational requirements for different visas.
- Maintained strong client relationships and advised on Canada, USA, UK, GERMANY, FRANCE, POLAND, and SWITZERLAND visas.
- Managed databases and facilitated financial transactions for students.

Visa Counsellor, Geebee Education Pvt. Ltd.

Apr 2019 - Aug 2023

- Student admission counselling and managed university/college applications, ensuring compliance with requirements.
- Oversaw all aspects of the Visa and Immigration Service, ensuring smooth processes.
- Guided applicants through obtaining admission and visas required documentation.
- Provided information about educational or occupational requirements for different visas.
- Maintained strong client relationships and advised on Canada, USA, UK, GERMANY, FRANCE, POLAND, and SWITZERLAND visas.
- Managed databases and facilitated financial transactions for students.

**Promoter, Volunteer, Nike Marathon, Red Bull, Group Discussion,
OLX, OLA Cabs, Jugnoo Apps, Quicker**

Sep 2016 - Dec 2018

- Assist Runner and Gamer and provide Guide and Terms & Conditions during the entire Event.
- Promote their apps and products to the candidate/clients and collect service reports and submit them to the event manager.

Tele Caller, RHD Process, O Mass Call Net

Sep 2016 - Dec 2018

- Attending incoming Calls, resolving customer queries, and retaining the customer.

Supervisor, Falcon Interior Solution

Apr 2019 - Aug 2023

- Monitored workflow to improve employee time management and increase productivity.
- Handled customer complaints, resolved issues, and adjusted policies to meet changing needs.
- Maintained clean and well-organized production areas to avoid violations or unnecessary work delays due to hazards or inefficient layouts.

EDUCATION

Senior Secondary School

May 2013

60.8%

Secondary School

Mar 2011

55.5%

ADDITIONAL INFORMATION

- **Languages:** English, Hindi.
- **Certifications:** Ireland in Focus Certification from IBAT(Institute of Business and Technology), ApplyBoard Counsellor Course Certification, Instagram marketing Course Certification from Meta.
- **Awards/Activities:** CLASH of CHAMPION, National Championship Winner in 50 kg from 2015 to 2018, UTTARAKHAND 15-15 CRICKET ASSOCIATION National Cricket Tournament from 2013 to 2015.