

Neha Arora

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Objective

Reliable and empathetic individual seeking a role in customer support. Skilled in handling queries and ensuring customer satisfaction.

Skills

- Customer Service
- Email Support
- MS Excel
- Communication
- Patience
- Problem-Solving

Experience

Customer Support Intern | QuickHelp Pvt Ltd | Sept 2023 – Jan 2024

- Resolved 30+ customer issues weekly via email and calls
- Documented complaints and created resolution logs in Excel
- Maintained 90%+ satisfaction scores

Education

BBA, LMN College, 2022