

SNEHA

Fresher

5 Phase , Mohali
+91 8580970869 , sneh31780@gmail.com

Career Objective

Enthusiastic and customer-focused recent graduate with strong communication and problem-solving skills. Excited to deliver great service, help customers with their questions, and create positive experiences. Looking forward to joining a customer care team in a fast-paced setting.

Work Experience

Fresher

Education

Govt. Sen. Sec. School Shimla
Arts

Passout Year 2022

Govt. Sen. Sec. School Shimla
10th

Passout Year 2020

Skills

- Strong verbal and written communication
- Active listening
- Problem-solving
- Patience and empathy
- Time management
- Basic computer skills (e.g., MS Office, Email)
- Teamwork and collaboration

Certifications

Diploma in Computer Application (DCA)

Bhartiya Kaushal Vikas Sansthan, Shimla (HP)
Completed: January 2023
Grade: A (Excellent)

Hobbies and Interests

- Singing
- Playing Hockey
- Dancing