

Rahul Parekh

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Ramnagar Bazar Chowk
Gondia, Maharashtra

Summary

To be associated with a growth-oriented enterprise and strive for the goals of the organization, contemplating sustained individual growth through diligent hard work and self-improvement in any demanding work/working conditions.

Education

Secondary School Examination (Class X) : 62.80 % • Gondia, Maharashtra 05/2014

Higher Secondary Examination (Class XII) : 53.80% • Gondia, Maharashtra 04/2017

Bachelor of Arts (Final Year) • Gondia, Maharashtra

Skills

- Patience to listen to customer.
- Ability to respond spontaneously to customer .
- Good Interpersonal skills.
- Computer knowledge with good typing speed.
- Attention to Detail.
- Organizational and Time-management Skills.
- Good communication skills
- Good Analytical skills.
- Good team player.
- Basic Software Knowledge.
- Basic Research and Data Collection Skills.
- The Ability to Operate Standard Office Equipment.

Languages

- English
- Hindi

Certification

Certification on Ms-Office - LinkedIn

Certification on Powerpoint Essential Training - LinkedIn

Certification on Learning Typing