

# Resume

**Swaraj Mallik**

swarajmallik9@gmail.com

8144165286



## SUMMARY

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Dedicated to bettering the customer experience with reliable product education, timely assistance, helpful feedback, and respectful conflict management response. Confident communicator with the ability to lead colleagues, respond to customer inquiries, and mediate conflict.

## CAREER OBJECTIVE

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To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills.

## SKILLS

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- Critical thinking and problem solving.
- Teamwork and collaboration.
- Professionalism and strong work ethic.

## EXPERIENCE

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**Organization** - BPO CONGERVANCE

**Designation** - customer care executive

**Responsibility** - A customer care executive is a professional responsible for communicating the how's and why's regarding service expectations within a company. These professionals perform a number of duties, including answering phones, responding to customer questions and assisting with customer issues.

## EDUCATION

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Degree/Course	Institute Name	University	Percentage	Year Of Passing
10th	New Bright Future Academy Senior Secondary school	Bse(Rajasthan)	62%	2018
+2 science	Maharishi college of Natural Law	Bse(Odisha)	44%	2020

## STRENGTH

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- Self-motivated.
- Active listening.
- Communicating.
- Honesty.
- Strong work ethic.
- Customer service.
- Creative.

## WEAKNESS

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I focus too much on the details.

## HOBBIES

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Playing video games

## PERSONAL DETAILS

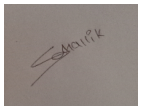
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Father's Name	Dillip Kumar mallik
Address	Qtr no- 451 Block-N3 IRC VILLAGE Nayapalli Bhubaneswar Odisha 751015
Date Of Birth	15/11/2002
Gender	Male
Marital Status	Single
Nationality	INDIAN
Language	ODIA HINDI BENGALI ENGLISH

## DECLARATION

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I hereby confirm that all the details furnished above are authentic and accurate to the best of my belief.



DATE - 03/04/2022

SIGNATURE