

# SARTHAK NAGAR

## GET IN TOUCH

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## AREAS OF EXPERTISE

- Languages:  
Hindi | English  
Gujrati | Kannada
- Microsoft Office & Google Workspace
- Team Work
- Effective Communication & Public Relationship
- Illustration Making
- Market Analysis
- Negotiation Skills

## PERSONAL BACKGROUND

I am a Versatile, Determined and Independent Professional looking for an organization that can effectively utilize my skills. I take pride in the fact that I am an efficient Problem solver and always willing to learn new things.

## WORK EXPERIENCE

### Sales & Revenue Officer

DHANI HEALTHCARE | DEC 2021 TO PRESENT  
Worked as Sales & Revenue Officer in IVL Sales & Backend Processes

### Customer Support Executive

IENERGIZER | DEC 2020 TO NOV 2021  
Worked as C.S. Executive in Tata Enterprises Backend and Technical Process

### Customer Support Associate

TECH MAHINDRA | SEP 2019 – FEB 2020  
Worked as C.S. Associate in Oyo Sales & Chat Process

## EDUCATION

### • **Beginner's Trading Certification of Equity Analysis**

Internshala Online Platform Training | 2022

### • **Diploma in Information Technology**

Lal Bahadur Shastri Training Institute,  
Ghaziabad | 2019

### **BACHELOR OF COMMERCE (HONS.)**

**School Of Open Learning, DU | 2018~2021**

- Specialization in Financial Market and Human Resource Management

**SENIOR SECONDARY EDUCATION (10+2)**  
**| CBSE BOARD WITH 62.7%**