



# GEETA

WZ- 255 B, Street Number – 7,  
Sadh Nagar Palam Colony, New Delhi 110045  
Email- geetn7617@gmail.com  
MOBILE:- 9799408385

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## PERSONAL SUMMARY

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*Desire to work in a company that uses my knowledge, talent, hard work, dedication and sincerity in a well manner. I am looking for the great opportunity that help me to build my career.*

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## SKILLS

- 
- Customer relationship management
  - Team management
  - Adaptability to work in changing environment
  - Good communication skills
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## EDUCATION

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- Graduation [B.A] from DELHI UNIVERSITY [BHARTI COLLEGE]
  - 12TH from CBSE
  - 10TH from CBSE
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## COMPUTER SKILLS

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- MS-WORD
  - MS-EXCEL
  - MS-POWERPOINT
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## COMPETENCIES

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- Positive thinking
  - Having team spirit and activity involve in group activities
  - Reading books
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## EXPERIENCE

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- Worked as an associate with Pacific BPO from 4<sup>th</sup> November 2020
  - Currently working as Subject Matter Expert (SME) with Pacific BPO from 1<sup>st</sup> April 2022
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**PERSONAL DATA**

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<input type="checkbox"/> Fathers Name	:	Lt. Mr. Harish Kumar
<input type="checkbox"/> D.O.B	:	28/12/1995
<input type="checkbox"/> Languages	:	English And Hindi
<input type="checkbox"/> Nationality	:	Indian
<input type="checkbox"/> Marital Status	:	Single

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**DECLARATION**

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*I hereby declare that the above information provided by me is true to the best of my knowledge and belief.*

PLACE : JAIPUR

DATE :

SIGNATURE

(GEETA)