

SHARON BABY



CONTACT

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📍 APJ Campus Sector 16-A Noida

SKILLS

Sales

MS Excel

Claim adjudication

Phone etiquette

PowerPoint

Ms word

OBJECTIVE

Strong support professional with a Bachelor of Arts focused in General Sales, Merchandising and Related Marketing Operations from Jesus & Mary College.

EXPERIENCE

Code Flow Tech

6/1/2019 - 9/1/2019

BDE trainee (Intern)

NTT Data

6/12/2019 - Present

Customer care representative

Experienced Senior Customer Care Representative with a demonstrated history of working in the information technology and services industry. Skilled in Phone Etiquette, Microsoft Excel, Insurance, Accounts Receivable (AR), and General Insurance.

EDUCATION

Assisi Convent School Noida

2016

Commerce

B1

Jesus and Mary college

2018

BA Programme

7

PROJECTS

NSS

Serving the cause of society through survey, education and health awareness programme

AICUF

(AICUF), is a students' movement formed to develop leadership skills and increase social awareness. Its motto is "We are born into an unjust society and we are determined not to leave it as we have found it".

NGO udaan

Udaan India Foundation works with the motive of enabling a brighter future for children from low-income communities by providing them with desired knowledge, skills, values and support to achieve their true potential.