

CURRICULUM VITAE

PERSONAL DETAILS:

Name : Simran Khatoon
Contact details : 9163107304, 8910417042
Email : simrankhatoon.dimpy@gmail.com
Date of Birth : 19th February, 2001
Address : 7/47B, Bijoygarh Kolkata-700032
Father's name : Sahabuddin Ansari
Nationality : Indian
Religion : Islam
Gender : Female
Marital Status : Single
Languages Known : English, Hindi and Bengali

EXPERIENCE:

Name of the Company	Position	Duration
Amazon Development Center India Pvt. Ltd.	Virtual Customer service Associate	06 months
Teleperformance	Customer Service Associate	14 months

CAREER OBJECTIVE:

To seek a good position and opportunity in the company where I can implement all my learned knowledge to help the company and upgrade my skills also.

SKILLS:

- Comprehensive problem-solving abilities and willingness to learn.
- Goal oriented, highly focused and self-motivated who excel in high pressure situation.
- Hardworking ability in any condition and in any situation.
- Maintain punctuality in every step of my life.

EDUCATIONAL QUALIFICATIONS:

EXAMINATION	INSTITUTION	BOARD	YEAR OF PASSING	MARKS
Secondary Examination	St. Clare School	ICSE	2017	94%
Higher Secondary Examination	The Bhawanipur Gujarati Education Society	ISC	2019	91%
BCOM (Honours)	Seth Anandram Jaipuria College	Calcutta University	2022	86%

DECLARATION:

I do hereby declare that all the statement made in the Bio-data is true to the best of my knowledge and belief.

Date :

Place : Kolkata

Signature