**Rajesh Vidyapati**

**Contact No: +91-8285595361**

**Email Id:rajeshgc83@gmail.com**

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| **CAREER OBJECTIVE** |

* To significantly contribute to the success of a progressive organization with a focus on overall management, where I can synergize my past experience commensurate with my professional qualification and build strong foundation
* Looking forward for a position where responsibility is entrusted and whereby I can meaningfully contribute to the organization.

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| **ACADEMIC BACKGROUND** |

* 10th passed form CBSE board.
* 12th passed form CBSE board.

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| **TECHNICAL QUALIFICATION** |

* Basic Knowledge of Computer
* Basic Knowledge Of MS Office

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| **WORK EXPERIENCE** |

* 1.6 Year experience in Live Digital Connecting Experience
* 2 Year experience in cogent e-services.

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| **Snapdeal.Com, Noida Executive (Operations) since July 08 to 03 Aug 2021** |

* Handling customer’s escalation.
* Handling dispute with vendor undelivered orders.
* Follow up with version courier partners for on time delivery.
* Follow up with version courier partners for on time pickup product.
* Responsible for complete pickup process.
* Process Refund mode as NEFT for customer
* Responsible for assigned sales targets (monthly, quarterly and annually).
* Listening to customer requirements and presenting appropriately to make sales.
* Maintaining and developing relationships with existing customers in person via calls and emails.
* Responding to incoming mails and phone queries.

**STRENGTHS**

* Hard working
* Co-operative by nature
* Being positive like taking challenge

**PERSONAL DOSSER:-**

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| Date Of Birth | 26th Aug 1996 |
| Father’s Name | Mr. Makhan Lal |
| Marital Status | Single |
| Language Known | English, Hindi |
| Nationality | Indian |
| Sex | Male |
| Religion | Hindu |

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| Declaration |

I hereby declare that above information is correct to the best of my knowledge and belief.

**Date:**

**Place: (Rajesh Vidyapati)**