

NARENDER

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1661/26 Amar Colony Gali no.2 Gurgaon,Haryana

Experience

<i>August - October</i>	Event4Crew Event Coordinator Role: Working with clients to identify their needs and ensure customer satisfaction. Organizing facilities and details such as decor, catering, entertainment, transportation, location, invitee list, special guests, equipment, promotional material etc.
<i>November - January</i>	Maa Bhagwati Cover Saleman Role: Sells products or services to businesses or consumers. They explain how a product works or what services are available, provide sales materials such as brochures or pamphlets, create sales leads and follow up with new customers.
<i>January - March</i>	jvs Segregation Role: Generally, the primary incompatible duties that need to be segregated are: <ul style="list-style-type: none">• Authorization or approval.• Custody of assets.• Recording transactions.• Reconciliation/Control Activity.
<i>March - July</i>	UBS Telecaller Role: Calling active and budding clients to encourage the purchase of items. Addressing clients' uncertainties, grievances, and suggestions on time. Noting important details of each conversation. Communicating verbal acceptances of offers to our Sales team for closing.

Education

<i>2015</i>	Sharda International School 10th passout 55.5 %
<i>2018</i>	Saigrace International Academy School 12th passout 60.5%

Skills

Programming language python and Lua