**Anitha Redeem G** E-mail-id: redeemanitha@gmail.com

Mobile : +91-8105645927

Career Objective:

To pursue a challenging position in a global company where by my skills and abilities which will greatly enhance the success of your organization and for my personal growth

Employment Details:

* + Company Name : Concentrix
  + Designation: Senior Process Associate
  + Work Experience: 5 Years

Roles and Responsibilities

**Insurance (Claim Department)**

* Reviewing letter complaints, resolving customer quires & customer information
* Maintaining customer records of PPI complaints and decision making
* Confirming & Assuring customers have payment protection insurance
* Liaising with customer when required through correspondence
* Process training to new recruiters

**Fixed Term Deposit (FTD)**

* Dealing with customer account
* Reviewing customer Legal Documents
* Fix the amount for the given period of time as per bank policy

Educational Qualification

* + B.com from Bangalore University in 2013
  + P.U.C in under Board of Pre-University Education 2010
  + S.S.L.C Karnataka Secondary Education Examination Board 2008

Computer Skills

MS Office7, Tally 9

STRENGHTS:

* Friendly approach with others
* Self motivate nature.
* Ability to solve the problems.
* Good Communication Skill.

Personal Profile:

Name : Anitha Redeem .G

Father Name : Gnanasekar

Date of birth : 05/03/1990

Languages Known: English,Kannada,and Tamil

Hobbies : Listening to Music, Reading books.

Address : #401,ByrathiCross,KothanurPost

Bangalore-560077

Declaration

I here with declare that the above furnished details about me are true and correct to the best of

My knowledge and belief.

Date:

Place: Bangalore

(ANITHA REDEEM.G)