Seeking entry level responsibility with an organization of high repute.

PROFILE SUMMARY

- More than 6 months of working experience in voice and non-voice based International BPO as a debt collector, Business Development executive and customer service executive.
- Diploma holder in Computer science engineering at PVPIT Sangli.
- Proficient in resolving issues, using exceptional communication skills.
- An effective communicator with excellent interpersonal & logical thinking ability.

SCHOLASTIC

2015	Diploma in Computer Science from PVPIT, Budhgaon with Aggregate 68.86% marks.
2012	10 th from Bethesda English School, Kolhapur State Board with 68% marks.

SUMMARY OF SKILLS

- Communication Skill.
- Customer Relationship Management.
- Resolving Logical Programming Statements.
- Mid-Level C Programming.

Employers

Worked for CREDENCE Resource Management as a debt collector and a customer service executive from Nov 2016 to April 2017

Responsibilities

- Collecting the outstanding bill amount of ambulance rides of the customers declined by the insurance company or by the customer itself using software like Artiva on their computer.
- Documenting any major problems customers are facing with the products in large numbers & reporting it to the concerned department
- Informing customers for their outstanding bill payment to be paid by the customers and helping them to get the amount cleared by connecting insurance companies to conferences.
- Worked for Aarmarks Research and Management as a Business Development Executive from Oct 2018 to Feb 2019

Responsibility

• Generating leads for respective international campaigns.

PERSONAL SNIPPETS	
Date of Birth	: 28 th April 1997
Languages Known	: English, Hindi and Marathi
Hobbies	: Gaming, Travelling .
Marital Status	: Single