CURICULLUM-VITAE



**Anubhav Gupta**

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Objective:

To work with full dedication and determination & enthusiasm to obtain organizational goal for development of organization and self.

Professional Experience:

Total experience is 6+ years.

Work Experience:- I worked with ICICI PRUDENTIAL LIFE INSURANCE As Sr. Finance Service Manager Since Jan,2020 To Jun,2020

Work Experience:- I worked in Kohinoor Televideo Pvt Ltd.As an Account Head and back office incharge and Taking follow up of Finance Deals Since Oct,18 To Jan,2020

Work Experience:- I Worked With (EASYDAY) Future Retail Pvt Ltd Position As a Team Leader Since June,18 To Sep,18

Work Experience:- I Worked with Lifestyle International Pvt Ltd. (Landmark Group) as **Customer Service Officer** since Nov,16 To June,18

Work Experience:- I Worked with Lifestyle International Pvt Ltd. (Landmark Group) as **cashier since Sep,13 To Nov,16**

Key Responsibilities:-

* Managing Of Finance Dealing With HNI Clients.
* Making Reports Of Monthly Target’s.
* Data Analyzing On Customer investment Frequency.
* Billing, Customer handling & data entry on CRM daily basis.
* Maintain the Gift Cards sale report & stock report.
* Answer to the queries of the customer in an ethical and informative way.
* Making customer detail of CNC order in excel format.
* Ensuring proper and best communication about the offers & promotions to customers.
* Team Handling Capacity Of 20 To 50 Members In Team Leadership.
* Store Management Activities And Capability Of Store Operations.
* Taking Care of Store Hygiene And Store Display Proper.

**Customer Relationship Management & Team Management:**

* Interacting with the customers to gather their feedback, and undertaking steps for effectively resolving customer’s complaints.
* Good customer Service & people management skills.
* Learning every time wherever I am present from our seniors as well juniors.

Strength:

* Can quickly adapt to situations and am a keen and quick learner.
* Ability to lead and work in a team.
* Believe in Team Spirit.
* Strong dedication to work.

Computer Proficiency

**Operating System: -** MS-DOS 6.22, Windows 2000, Server/Professional, Windows XP,03,07

**Software Tools: -** MS Office,Excel

Educational Qualification:

* B.A. from Kanpur University 2016.
* Intermediate in Science from U.P. Board 2013.
* High school in Commerce from. U.P. Board 2009.

Personal Profile:

* Father’s Name : Mr. Kamal Narayan Gupta
* Date of Birth : 23-05-1993
* Address : 33/203 Mani Ram Bagia Kanpur

(Anubhav Gupta)

Place: KANPUR

Date: