Curriculum Vitae

Heemanshu Khati

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Career Objective :

Looking forward to build a career in the service industry by using patience, communication and hard work to establish myself as a successful service professional.

Strength:

Good Communication skill, Patient, hard working and sincere.

Professional Experience:

* Worked as a senior Associate with R.J Info Solutions Pvt Ltd (year 2007-2011).
* Worked as Team Lead and Admin Support with V-Tech Info Solutions. (Year 2011-2015).
* Worked as a Senior Associate with WIPRO BPO Ltd. ( year 2015-2018)
* Worked as Senior Team Lead (Assistant Manager) for dealmoney pvt.ltd. (8 months year 2019)
* **Worked at good shepherd international school ooty as ( Administration staff ) Councilor, Dorm parent (year 2019 - 2021)**

Qualifications:

* 10+ passed from Gyanoday Niketan Darjeeling in the year 2005 (Indian Council of Secondary Education)
* 10+2 done from Indira Gandhi National Open University in the year 2007

Hobbies:

* Playing Football
* Music
* Trekking , Hiking
* Travelling

**Languages known:**

**Read Write Speak: English, Hindi, Nepali**

**Computer skills:**

**Basic knowledge in Microsoft office, and networking .**

Declaration

I hereby declare that the above given information are all true to my knowledge.

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