

CURRICULUM VITAE

Preeti Badoni

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Objective

To give definite orientation to career in terms of job security and to be a part of working environment, directed towards achievements of the organizational goals and to grow with the organization.

Work Experience

1. Working as a Business Development Executive with **HDFC Limited** from November 2017 to till date.
2. Worked as a Patient Coordinator with Fortis Healthcare Noida from May 2014 to 1st Feb 2016.
3. Currently working as a Placement Executive in TECH MAHINDRA FOUNDATION.

Experience

Tech Mahindra Foundation (Currently Working)

Placement Executive

- Student Placement
- Making reports & data management
- Conducting student interview
- Taking placement session
- Student or parents counselling
- Career or admission counselling
- Telle calling & seminar arrangement's

HDCF Limited (November 2017 to August 2019)

Business Development Executive

- Customer handling
- Staff Management
- Making & Submission daily customer report to management.
- Complaint mail handling.

Fortis Healthcare Noida (May 2014 to Feb 2016)

Patient Coordinator

- Cash handling
- Making & Submission daily report of patient to management.
- Making IPD & OPD billings & TPA Handling.

Educational Assimilation's

1. Perusing **Master in Sociology from IGNOU**.
2. Graduate in **BA (Pass)** from Delhi University.
4. Senior Secondary Examination Pass from CBSE.
5. Secondary Examination Pass from CBSE.

Current Details

Current Salary	3.36 Lac Per Annum.
Total Experience	5 Years
Expected Salary	4.5 (Negotiable)
Current Location	Delhi

Language Proficiency

English, Hindi

Personal Details.

Date of Birth 13th July 1989

Marital Status Married

Nationality Indian

Date: ___/___/___

Place: _____

(Preeti Badoni)