

# CURRICULAM VITAE

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AIM: TO GROW ALONG WITH THE ORGANIZATIONS

## ACADEMIC QUALIFICATIONS :

YEAR	EXAMINATION	UNIVERSITY	
2017	H.S.C	Mumbai University	Pass
2015	S.S.C	Mumbai University	Pass
2022	TY.Bs.c	Mumbai University	Pass

## WORK EXPOSURE:

- Handled multiple inflows and outflows of calls.
- Delivered a number of emails.
- Strengthened customer relationships.
- Engaged with users and monitored company's brand image.

## KEY SKILLS :

- Technical Skills
- Social Media Management
- Excellent Communication Skills
- Strategic Planning

- Business Development

#### TECHNICAL INSTRUMENTS/ TECHNIQUES HANDLED:

Customer Relationship Management, MS Word, MS Excel Advance.

#### EXTRA CURRICULAR

- Certified handball / volleyball / football runner up.
- Managed TechSwift Fest as the Head position.
- Volunteered at International Annual Fest.
- Volunteered at Socio Events at Charitable Trust.
- Active participant in cultural and social activities, sports and gatherings in college.
- Have certificates for competition and merit in school.