

RESUME

MD KARIM

House no: - 369 ,Sarhaul Sector -18, Gurgaon-Haryana-122001

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Objective:

To excel through creative ideas and smart work and attain a respected position in an organization with growth opportunity in Electronics & Telecommunication.

EXPERIENCE SUMMARY

- Over 2 Year of experience in Backend PL operation,
- Process Management, Team Management, Manpower planning and handling, MIS reporting, handling escalations.
- Focused and Smart working, self-motivated and team oriented professional accented with the latest trends and techniques of the field, having.
- Detail oriented, with proven communication and analytical skills can handle multiple tasks to meet deadlines in pressure situations.
- Keen observer with good grasping power and quick adaptability, a raring go-getter; willing to go the extra mile, effective team player with computer proficiency.

WORK EXPERIENCE: -

GC Web Ventures Pvt Ltd (Indialends.com)

MIS Executive (17th Sep 2018)

► **KRA**

- Taking care of Personal Loan sales process [□] handling a leaders.
- Data conversion & Management.
- Daily making Mtd MIS.
- Always control the attrition & Shrinkage
- Timely participation of reviews a monthly /weekly for internal and external.

Responsibility

Handling the channel partners with for all location.

To ensure that timely lead should be verified.

Versifiers should be sharing the feedback on daily basis to improve the lead quality.

Educational Qualification:

2nd Year, Pursuing B.Com from SOL (DU)

Strength:

1 Analytical /Creative Approach 2
Energetic & Dedicated

Personal Skills:

Excellent academic record.

Rapid learner with the strong grasping approach

Excellent communication, analytical & presentation skills.

Better analytical and problem resolving ability to go the core of the problem for enhancing operations.

Personal Detail's:

Father's Name: Mr. Abdul Mujib

Date of Birth: 13-10-2001

Gender: Male

Nationality: Indian

Marital status: Single

Languages known: ENGLISH, HINDI

I hereby declare that the information given above is correct to best of my knowledge.

(MD Karim)