

CURRICULAM VITAE

Amandeep

E-mail: amandeepraj5@gmail.com

Mobile: (+91)-6204933972

CAREER OBJECTIVE

To work for an organization which provide me the opportunity to improve my skills and knowledge to growth along with the organization objective.

BRIEF OVERVIEW

- ✓ Ability to rapidly build relationship and set up trust.
- ✓ Ability to cope up with different situation.
- ✓ Good communication and interpersonal skill.
- ✓ Disciplined, Quick learner and Positive thinking.

KEY RESPONSIBILITY HANDLED

- ✓ Maintained and developed good relationship with customer through personal contact or meetings or via telephone, etc.
- ✓ Act as bridge between the company and its current market and future markets.
- ✓ Efficient in gathering market and customer info to enable negotiations regarding variations in prices delivery and customer specifications to their managers.
- ✓ Determining the requirements by working with customers.
- ✓ Answers inquiries by clarifying desired information, researching, locating and providing information.
- ✓ Resolving problems by clarifying issues, researching and exploring answers and alternate solutions, implementing solutions and escalating unresolved problems.
- ✓ Fulfills requests by clarifying desired information, completing transactions and forwarding requests.

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ACADEMICS

<u>Qualification</u>	<u>University/Board</u>	<u>Passing Year</u>	<u>Percentage</u>
Bachelors in Computer Applications	Nalanda open university	Appering	Appering
HSC (10 th +2)	Bihar State Education Board(BSEB)	2019	58.6%
SSC (10 th)	C.B.S.E	2016	72%

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TECHNICAL PREVIEW

- ✓ Presentation Skills: Microsoft Office Word, Microsoft Office Excel, Microsoft Office Power Point.
- ✓ Windows: Windows XP, Windows 7, Windows 8.

PERSONAL DETAILS

- ✓ Date of Birth - 02th June 2001.
- ✓ Father's Name - Sahdeo Singh.
- ✓ Gender - male.
- ✓ Nationality - Indian.
- ✓ Marital Status - Single.
- ✓ Languages - English, Hindi.
- ✓ Current Location - Gardanibagh, Patna - 1.
- ✓ Hobbies/Interest - Listening Music, Playing Badminton, Painting.

DECLARATION

I hereby declare that all the above information given by me is true up to my knowledge and belief. I assure I will be loyal to firm and do my duties sincerely.

Date:

Place:

(Amandeep)