

VISHAL

VPO MEHALANA,
SONIPAT, HARYANA-
131001

ContactNo.7027030536

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OBJECTIVE

To associate with an organization that will utilize my potential and abilities effectively and enable me to contribute towards achieving organizational objectives as well as professional satisfaction.

EXPERIENCE

DATES FROM-24June 2022 To Till date

TELLE CALLER (SALES COORDINATOR) INTERGOLD CREATIONS PVT. LTD

- Handling Customer
- Data Maintaining and
- Dispatch orders
- RTO Maintain
- Order processing

EDUCATIONAL PROFILE

- Secondary Examination from CBSE (2012)
- Higher secondary Examination from Haryana Board Passed (2014)
- One Year Diploma in Financial Accounting.

COMPUTER QUALIFICATION

- Basic Knowledge of Computer.
- English typing.

STRENGTHS

- Honest, hard working, Diligent.
- Confident with amazing grasping power and an eagerness to learn.
- Excellent teamwork and Team Leader.
- Possesses good communication and presentation skills.
- Creative and meticulous.
- Positive Minded, Self motivated, Target Oriented.

PERSONAL INTERESTS

- Reading books
- Interacting with new people..
- Listening to music.

Date.-.....

Place.-

Signature

