

Puneet Kumar

puneetsharma171999@gmail.com
+91 7351353743, +91 7300778353
linkedin.com/in/dev-puneet-sharma

Objective

Dedicated and results-oriented recent graduate with a strong background in communication and customer service. Seeking a challenging position as a Telecollection Executive to leverage my negotiation skills, problem-solving abilities, and passion for delivering exceptional customer experiences.

Education

- **B.Sc in Computer Science**
Mahatma Jyotiba Phule Rohilkhand University
- **Higher Secondary Certificate (HSC)**
U.P. Board, Janta Inter College (Bijnor)
- **Secondary School Certificate (SSC)**
U.P. Board, Prem Singh Swantra Sanani Inter College (Bijnor)

Skills

- **Telecollection:** Proficient in debt recovery processes and strategies
- **Customer Service:** Exceptional communication and interpersonal skills
- **Negotiation:** Strong ability to negotiate payment plans and settlements
- **Technical:** Skilled in MS Office suite and CRM software
- **Languages:** Fluent in English, Hindi, and Marathi

Hobbies

- **Reading:** Enthusiastic reader of diverse genres, with a particular interest in self-improvement literature
- **Sports:** Avid participant in local cricket and football leagues, promoting teamwork and physical fitness
- **Traveling:** Passionate explorer of new cultures and destinations, fostering an appreciation for diversity
- **Technology:** Keen follower of technological advancements, staying updated on the latest gadgets and innovations

Additional Attributes

- **Goal-Oriented:** Committed to achieving targets and delivering results in a fast-paced environment
- **Problem-Solver:** Proven ability to identify issues and implement effective solutions
- **Adaptable:** Flexible and quick to adapt to new challenges and changing priorities
- **Organized:** Detail-oriented with strong organizational skills, ensuring accuracy and efficiency in tasks