

Nashita Akram Khan

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OBJECTIVE

My objective to do this job is to solely be self dependent. I am seeking a role in a company where I can upgrade my skills with time, where I can contribute my ideas and be mentored toward a successful career. I am also seeking a job to get an opportunity where I can give my best and contribute to the organization's growth as well.

Work Experience

Customer Service Executive

July 2021 - October 2021

Athena , Sakinaka

- (i) Lead Generation
- (ii) Keeping up with Follow ups Of Customers
- (iii) Making a Record of the details

Education

BSc

Aug 2018 - May 2021

Mumbai University

- Bachelors in Biotechnology

HSC

2016 - 2018

Maharashtra Board

- Completed Hsc with Science

SSC

2016

Maharashtra Board

- Completed My schooling from St John The Evangelist High School, Marol

Skills

- (i) Tolerant and Flexible
- (ii) Good communication Skills
- (iii) Able to manage workloads Efficiently

- (iv) Adaptability
- (v) Teamwork
- (vi) Leadership
- (vii) Quick learning Capability
- (viii) Team Building
- (ix) Problem Solving
- (x) Decision Making

Languages Known

- (i) ENGLISH (both verbal and written)
- (ii) HINDI (Both verbal and Written)
- (iii) MARATHI

Interests

- (i) Travelling
- (ii) Singing
- (iii) Dancing
- (iv) Cooking
- (v) Reading Books
- (vi) Painting
- (vii) Sketching

Personal Details

- DATE OF BIRTH : 27th April 2001
- SEX : FEMALE
- AGE : 20

Declaration

- I hereby Solemnly affirm that all the details provided above are the best of my knowledge and belief