

RITIK

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CAREER SUMMARY:

Seeking a challenging career with a progressive organization, I am open to opportunities and learnings. Want to work in an environment where I can groom and learn new things and utilize the knowledge for organizational and personal growth.

WORK EXPERIENCE:

Concentrix (Gurugram (Haryana))

- Executed Customer Service through Chat for 6 months at Concentrix.handed Customer queries effectively and efficiently.

Globiva ,RBL Bank (Gurugram (Haryana))

- Worked as a voice executive at Globiva since June 2023. Responsible for resolving customer queries and providing updates regarding financial bank offers.

EXPERTIES:

- Time management
- Communication
- Problem solving
- Creativity
- Leadership

EDUCATION:

2019 - 2022 | DAV College Abohar

Bachelor of Computer Application - Software Engineering

SKILLS:

- Computer Programming language (HTML, C++, Java)
- Tools ; Tableau, SQL
- Microsoft Office (Excel, Word, Powerpoint)
- Excellent written and verbal communication skill.
- Ability to work independently and as a part of team.