

# RESUME

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## Arpit Kumar Dixit

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## Address

26-1 Subhash Nagar Kabrai  
Mahoba Uttar Pradesh, 210424

## CARRIER OBJECTIVE

To Work for an organization that will bring best of my talent and utilized my skills to the fullest and help to achieve desired goals of mine and of the organization.

## EDUCATION QUALIFICATION

- 10th Passed from U.P.Board (2016)
- 12th Passed from U.P. Board (2018)
- Bachelor's of Journalism and Mass Communication from Rama University (2018-2021)

## WORK EXPERIENCE

Internship in Ground Report as a content writer From January 2021 to July 2021.

Job Profile-

- Writing articles and stories for Ground Report in Hindi.
- Writing SEO based engaging content.
- Developed content strategies to assure desired outcomes.
- Wrote informative and creative articles based on research.

Working with Reliance Nippon life insurance company limited since November 2022 to till date.

Job profile-

- Utilised a consultative approach to identify customer needs and recommend appropriate insurance products.
- Creating and maintaining relationship and getting more business for existing clients.

- Calling to customer for New business.
- Service to Sales.
- Handling all requirements raised by the underwriter.
- Follow up with Renewal.

### **Skills -**

- Content Writing editing and Proofreading.
- Communication Skills.
- Client Servicing.
- Problem Solving.
- Insurance sales.
- Work under pressure.

### **PERSONAL DETAILS.**

Father's Name : Mr. Jeetendra Kumar Dixit  
Date of Birth : 15/02/2002  
Marital Status : Unmarried  
Gender : Male  
Religion : Hindu  
Language Known : Hindi, English

### **Hobby**

- Watching cricket.
- Cooking.
- Reading books (History and Geography).

### **DECLARATION:**

I hereby declared that above maintained information are true and correct to the best of my knowledge and believe.

Date:

Place: *(Arpit Kumar Dixit)*