*Resume*

*Sourabh Kumar Address: - 45-46, Street no 2, Chandu Park,*

*Contact: 7042325164 Chandan Nagar, Krishna Nagar, Near Govt School*

*Email Id: sk9650495779@gmail.com New Delhi-110051*

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| **Objective** |

To work with an organisation that will utilize my management, supervisory and administrative skills for mutual growth and success. Seeking an important challenging role and organization where I can attract with the new people show my ability.

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| Experience Details |

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| ***Name of organization*** | *Policybazaar.com Pvt Ltd* |
| ***Department*** |  *Motor Insurance* |
| ***Duration*** | *June 2016 to Feb 2017* |
| ***Designation*** | *Sales Executive* |

***Job Profile: -***

* *Sales Executive help to drive a business forward by selling its product or service to customer.*
* *Your Role as a sales executive is to sale a company’s product and service to individual’s businesses and government organisation.*

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| ***Name of Organization*** | *Majorel Pvt Ltd* |
| ***Process*** | *Amazon Process ( Tech Concierge Department )* |
| ***Duration*** | *July 2018 to Dec 2020* |
| ***Designation*** | *Customer Service Executive* |
| ***Job Profile: -***  |
| * *Troubleshooting technical issues over the call*
* *Diagnosing and repairing faults of electronic products like Mobile, Laptop, Refrigerator etc.*
* *Resolving network issues over the call*
* *Diagnoses and Assigning a Technical person on customer’s address*
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| ***Name of Organization***  | ***Petstreet*** |
| ***Process***  | *Warehouse* |
| ***Duration*** | *Currently Working* |
| ***Designation*** | *Warehouse Manger* |
| ***Job profile: -***  |

* *Warehouse managers work in warehouses where they supervise the receipt, dispatching, and storage of goods*
* *Warehouse managers manage warehouse staff, vehicles, and other equipment, and oversee security, sanitation, and administrative functions. Completely free trial, no card required*
* *Resolves product or service problems by clarifying the customer’s complaint, determining the cause of the problem, selecting and explaining the best solution to solve the problem*

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| **Education Background** |

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| ***S. No*** |  ***Education*** | ***University / College*** |  ***Passing Year*** |
|  ***1.*** ***2.*** ***3.*** |  *10th (High School)* *12th (Higher Secondary)* *B.A. (Bachelor of Arts)* |  *C.B.S.E* *C.B.S.E* *School of Open Learning* |  *2010* *2013* *Drop Out* |

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| **Strength** |

* *Confident*
* *Comfortable in learning in new things.*
* *Friendly Nature*

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| **Computer Proficiency** |

* *Basic Computer Knowledge*
* *Net Surfing and Browsing*
* *Others : Microsoft Office*
* *Multimedia*
* ***Primaseller inventory software,***
* ***Marg Zen Inventory Software***

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| **Hobbies** |

* *Watching movies*
* *Listening music*
* *Cooking*

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| **Personal Details** |

* *Father Name : Sh. Gulshan Kumar*
* *Mother Name : Smt. Arun Kumari*
* Gender : Male
* *Date of Birth : 1st August 1993*
* *Nationality : Indian*
* *Language : Hindi, English, Punjabi*

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| **Declaration** |

 I hereby declare that all information furnished above is correct and true to best of my knowledge.

Place: DELHI Sign: (Sourabh Kumar)