

PROFILE

To work for an organization that provides me the opportunity to improve my skills and knowledge to growth along with the organization's objective.

EMPLOYMENT HISTORY

CARS 24

October, 2021 – present

As PROCUREMENT ASSOCIATE

My responsibilities are:

- Handling the car auction process and connecting with dealers to increase the bids in auction.
 - Relationship building with clients.
 - Processing inquiries generated through tele sales.
 - Providing timely support when requested.
 - Coordinating with operational team to ensure the timely response to their problems.
 - End to end client management on calls and mails.
 - Handle client financial cars 24 accounts and manage their refunds and updates.
 - Completing company's sales and calling target on time.
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TATA AIG INSURANCE

May, 2019 – September ,2021

My responsibilities are:

- Representing the company and selling insurance projects.
 - Ensuring all the policy requirements.
 - Helping clients settle any claims on their insurance.
 - Undertaking short term and long term projects.
 - Helping the clients identify the plans according to their needs.
 - Guided the existing clients regarding new insurance policies and their benefits.
 - Guided the existing customer with the entire cycle of how to claim your insurance (if required)
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OWNER AND MANAGER

May, 2014 – April, 2019

My responsibilities were:

- Supervised the kitchen, while also managed a dine in customers.
- Managed the Cash Counter.
- Maintained the Food Licence files for MCD and Delhi Police.
- Checked the Available of existing and requirement of new stock.
- Checked the quality of food before serving to the customers.

- Prepared food in the absence of chef.
- Checked and managing the attendance of all the labour/Staff.

SIMRANJEET SINGH KAINTH

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AUDI (Moti Nagar Showroom)

March, 2013 – March, 2014

My responsibilities were:

- Helped a new customers regarding motor insurance and their services which suits them the most.
- Collected checks from clients and submitting in Audi Office.
- Helped customers in filling their Motor Insurance forms.
- Served with existing clients for renewing their existing insurance.
- Guided the existing clients regarding new insurance policies and their benefits.
- Guided the existing customer with the entire cycle of how to claim your insurance (if required).

HONDA (PEERAGARHI RING ROAD)

Feb, 2012 – Feb, 2013

My responsibilities were:

- Helped a new customers regarding motor insurance and their services which suits them the most.
- Collected checks from clients and submitting in Audi Office.
- Helped customers in filling their Motor Insurance forms.
- Served with existing clients for renewing their existing insurance.
- Guided the existing clients regarding new insurance policies and their benefits.
- Guided the existing customer with the entire cycle of how to claim your insurance (if required).

ACADEMIC QUALIFICATIONS

Qualification	Board/University	Year of Passing
B.Com Pass (Commerce)	Delhi University	2008 - 2011
12 th Standard	CBSE Board	2008
10 th Standard	CBSE Board	2006

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PROFESSIONAL QUALIFICATIONS

- GNIIT from NIIT (2008 to 2010)

PERSONAL PROFILE

Name	: Simranjeet Singh Kainth
Father's Name	: S. Harvinder Singh Kainth
Date of Birth	: 26-02-1990
Nationality	: Indian
Marital Status	: Married
Gender	: Male
Languages Known	: English, Punjabi (Gurmukhi) and Hindi.

Simranjeet Singh Kainth