



Manisha Sagar

Senior Executive Officer

PROFILE SUMMARY

Done my masters in social work and counseling & done 4 Internships in Along with good experience in Aakash institute.

EDUCATION

- 2022 mswc
Indira Gandhi National Open University (IGNOU), Delhi
- 2017 B.Sc
Deshbandhu College, Delhi

WORK EXPERIENCE

- Aug 2021 - Jun 2024 Senior Executive Officer
Aakash Educational Services (AESL)
-Responsible for the sales of high ticket items,i.e, courses. -Handle customers queries and grievances - Take care of the lead from the counseling till enrollment. -Responsible for resolving Post-admission issues of the students. -Maintain a record of individual sales
- Aug 2020 - Aug 2021 Counsellor
NEET Advisor Pvt. Ltd.
Use to deal clients on call or face to face to resolve their queries regarding NEET UG & PG Courses, making books to share with parents, responding to IVR Calls for webinar

PERSONAL INFORMATION

✉ Email
manisunny1231@gmail.com

☎ Mobile
(+91) 7836035276

📁 Total work experience
4 Years 0 Month

🌐 Social Link
<https://www.youtube.com/c/MadforRide/featured>

KEY SKILLS

Sales

MS Office

Excel

Science

Social Work

Counselling

OTHER PERSONAL DETAILS

City New Delhi

Country INDIA

LANGUAGES

- English