

## Curriculum Vitae

**VAIKUNTH KHANNA**

**Mailing Address & Contact No.**

Plot No-44,3rd floor.Pocket-9, sector-23.New Delhi-110085

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### **Objective:**

I would like to work in an organization where I can contribute substantially and I can grow along with the organization. I seek to gain respect through my contribution to the organization & Aim to succeed in life through hard work and smart work.

### **Work Experience:**

**Organization :-GenRev Solutions Pvt Ltd.**

**Tenure**:-From August 2021-June 2023

**Job title**:-Process Associate

(Dialed for Hot Water System process,where we need to call the residential & commercial customers regarding the Government Rebate Program for hot water system upgrades.)

**Organization :- Amigo Offshore Teleservices Pvt Ltd. \_\_\_\_\_**

**Tenure :-** From May,2013-October,2015

**Job Title**:- Tele Sales Representative

(Work related to calling Residential Customers and Business Organisations in Australia regarding solar panels. Telling them the benefits of installing solar panels and fixing appointments and arranging call backs with our solar advisors in Australia. Also dialed for Energy process ,where we need to call the residential customers regarding free energy bill comparison quotes and arranging call backs for customers from energy expert regarding the same.)

### **Strength:-**

- Ability to work in odd situations. I give my best and encourage others to do the same
- Positive Mental attitude
- Hard working, honest & resilient even under pressure
- Interactive with People

### **Educational Qualification:**

- 10<sup>th</sup> from CBSE Board in 2003.
- 10<sup>+2</sup> from CBSE Board in 2005.
- B.Com(Pass) from Delhi University in 2009.
- MBA(HR) from Global Open University, Nagaland

### **Computer Proficiency:-**

Well versed in Computer Basics & fundamentals of Internet & E-mailing. Basic Computer Knowledge.

### **Hobbies & Interest:-**

- Listening To Music
- Watching Movies.

### **Personal Details:**

Name : Vaikunth Khanna  
Father's Name : Mr. Kamal Khanna  
Date of Birth : 29<sup>th</sup> January 1988  
Sex : Male  
Nationality : Indian  
Marital Status : Married  
Languages : English, Hindi.

I hereby declare that all the above information is true to best of my knowledge & belief. Date :-

Place :-

**(Vaikunth Khanna.)**