Barani

Barani.150632@2freemail.com

**OBJECTIVE**

 To achieve a challenging position in Business Processing Industry where I can utilize my skills and experience for the mutual benefits.

**EXPERIENCE SUMMARY**

* 2 Year 2 months of experience in Multinational BPO.

**ATOS IT SOLUTIONS & SERVICES PVT. LTD (SIEMENS GROUP)., CHENNAI**

Project : **RISLEY (SMS)**

Team : Meter Operator for Gas – Bridge & CML Asset

Designation: Officer Process (24-June-2010 – Till date)

Job Description:

* Scheduling jobs to team members.
* Dealing with various queries of Gas projects received from UK suppliers through calls, mails and WebPages.
* Installing, Updating the meter readings and to remove the meter systematically.
* Matching with the consumer database.
* Updating records in database and send it to the server.

Achievements:

* R & R awards for top production and quality.
* Kalpana Suggestion awards for making financial gains to the concern.
* Client appreciation for quick mail response.

Project : **AIRTEL**

Company Name : First Source Solutions Pvt., Ltd.,

Designation : Customer Service Associate (July-2009 to Jun-2010)

Job Description:

* First Time Activation- FTA

Achievements:

* Awarded for Punctuality.

**ACADEMIC REVIEW**

* **M**aster of Business Administration 2012

 Madras University, Chennai.

 Passed with 56%

* **B**achelor of **Computer Application** 2009

 Madras University, Chennai.

 Passed with 53%

* **H**igher **Sec**ondary 2005

 Ramakrishna Hr. Sec School, Chennai

 Passed with 50%

* **S**econdary 2003

 Ramakrishna Hr. Sec School, Chennai

 Passed with 63%

**STRENGTHS**

Knowledge in Both Team management & Customer focus, Discipline, Self-confidence, Self-Motivation & Sincerity.

**PERSONAL DATA**

* Date of Birth 03/12/1987
* Nationality Indian
* Religion Hindu
* Marital Status Single
* Languages Known English, Tamil & Marathi

**DECLARATION**

 I hereby declare that the particulars given above are authentic to the best of my knowledge.