Curriculum Vitae



**Patrick**

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**OBJECTIVE**

I am looking for a position in a company that needs and values quality front-end customer support service and can benefit from my positive interaction skills and technical abilities which will ultimately improve customer satisfaction.

**SKILLS:**

* Expands business relationships with third party partners.
* Helped customers place new orders easily.
* Understands new concepts easily - quick learner.
* Transferred urgent calls to the required departments quickly and accurately.
* Ability to deal with irate customers using excellent interpersonal communication skills.
* Computer literate.
* Responded promptly and answered/resolved customer inquiries and complaints.
* Innovative and creative designing skills.
* English fluent proficient
* Multi-tasking skills

**WORK EXPERIENCE:**

* 1 Year Working Experience as a Receptionist at Summit Philippines
* 4 Years Working Experience as a Chocolate Designer and sales at Ococcon Emirates LLC
* 1 Year Working Experience as a Customer care Representative at ConcentrixDaksh
* 1 Year Working Experience as a customer care support at IBEX Global

**EDUCATIONAL BACKGROUND:**

**UNCIANO MEDICAL COLLEGES**

* Bachelor of Science in Nursing

**JOSE RIZAL UNIVERSITY**

* Secondary Level

**JOSE RIZAL UNIVERSITY**

* Primary Level

**PERSONAL DATA:**

Birthday : February 29, 1988

Age : 27

Civil Status : Single

Religion : Catholic

Citizenship : Filipino

Height : 5'6" 1/2

Visa Status : Tourist Visa

**DECLARATION:**

I hereby declare that all information started above is true to the best of my knowledge and belief.