[Romesh.356808@2freemail.com](mailto:Romesh.356808@2freemail.com)

Romesh

**Qualifications:**

Secondary (10th) : - Gandhinagar Board, Gujarat.

Higher Secondary (12th): - NIOS. Board, Gujarat

**Other Qualifications:**

RHCE (Red Hat Certified)

N+ (Certified Course)

**Experience:**

* 4 years experience in diamond field (Sharin Machine) 2003 to 2007
* Owner at ladies retail garment shop (First Look) 2008 to 2013
* Working with Life cell International Pvt. Ltd. As a - Debit Recovery collection executive. ( surat ) Joining Date – 2013
* Appointed as a team leader in 2015 , jun. ( For Bharuch to vapi area.)

**Key Skills in current job : As a team leader**

* Best in Supervise to Staff.
* Minimize Losses.
* Generate Reports and Analyzes.
* Collection Manager Skills -
* Highly proficient in computer software programs such as, word processors, spreadsheet programs and database systems
* Strong mathematical skills.
* Knowledge of state and federal collection laws.
* Knowledge of high volume collections, credit authorization and billing procedures and practices.
* Excellent communication skills in local Language & English.
* Excellent marketing skill also.

**Declaration:**

I hereby declare that the above mentioned details are true to the best of my knowledge.