**Anshul**

**E-mail:** anshul-390554@2freemail.com

**Profile**

**Strengths**

I look forward to a career that provides me an opportunity in the field of finance to improve my knowledge and personality, offering a challenging working atmosphere and involves working with the people having diverse capabilities and personalities as a team.

* Hard Working individual
* Self confidence and performance management
* Effective planning and coordination.



**C a r e e r P r o g r e s s i o n**

**Hinduja Global Solutions (Amazon)**

**Trainee Officer/ Customer Care Executive** **October 2016 to November 2017**

* Responsible for maintaining meaningful relationships with Existing and new Customers and create a sense of customer satisfaction by providing accurate and timely information.
* Responsible to provide the customer with a feeling of trust, assurance and competence, while being able to work with the company to get things done in a timely manner.
* Responding quickly and efficiently to all in-coming enquiries, by telephone and email.
* Maintaining and updating the database regularly.
* Responsible for maintaining a peaceful and efficient work environment.
* Coordinating and responding to all requests of internal meetings by making appropriate arrangements for it.
* Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution



**Academic Qualifications**

**Graduation- Bachelor in Commerce (Foreign Trade)**

**Completed: 2018**

**DAVV University, India**



**Summary of Skills**



* Ability to manage multiple tasks in a challenging environment.
* Ambitious and with a desire for personal and career advancement.
* Team player but with ability to work independently as well.
* Numeric aptitude, good inter-personal skills and group skills.
* Knowledge of Foreign trade programs and Regulations, International Import/ Export Laws.
* Proficient in MS Office Package (Word, Excel & PowerPoint), Internet and E-mail applications



**Other Details**



**Nationality** **: Indian**

**Date of Birth** **: 7th June 1995**

**Marital Status** **: Single**

**Visa Status** **: Visit (UAE)**