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DOB: 03.01.1998  
**Passport No.:** S6907221  
**Visa status:** Visit Visa

### OBJECTIVE

Seeking rewarding and challenging jobs to utilize my exceptional customer service skills and experience with the intention of securing a good professional career and to work for the growth of the company and satisfaction of the customers.

### SKILLS

- Flexible and adaptable
- Good communication and leadership skills
- Sincere and hardworking
- Problem-solving skill
- Quick learner

### TECHNICAL SKILLS

- Windows 8, 8.1, 10, 11
- MS Office Suite
- Tally ERP 9

### LANGUAGES

- English, Hindi, Malayalam.

# Ajith P.G.

## EXPERIENCE

*October 2020 - February 2022*

### **SALES EXECUTIVE – (HOME LOAN)**

**HDFC Financial Service Limited** |Cochin, Kerala,India

- Serve as a primary contact for inbound customer issues.
- Email response to internal and external customers.
- Handling customer complaints in a professional manner.
- Meeting or exceeding sales goals.
- Maintaining accurate record.

*October 2020 - February 2022*

### **CUSTOMER CARE EXECUTIVE –**

**Chemmanur Credits And Investments** |Kodungallur, Kerala,India

- Serve as a primary contact for inbound customer issues.
- Email response to internal and external customers.
- Handling customer complaints in a professionalmanner.
- Maintain cash book.
- Manage all accounting transactions
- Selling Banking products

### **JUNIOR ACCOUNTANT (PART TIME 1 year)**

Career hub education center india kerala

## EDUCATIONAL QUALIFICATION

2018

### **Bachelor of Commerce** | Travel and Tourism

Mahatma Gandhi University, Kottayam, Kerala, India

2015

### **Higher Secondary** | Commerce

AKM HSS Poyya

## REFERNCE

Will be provided on request.

