

Jobin Joseph

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Summary

- * 2.11 years of experience in Digital Operations platform domain for Google Project as Senior Associate at Wipro BPS, Bangalore, India.
- * To provide structured activities within the company which promote efficient and cost effective operations resulting in quality services that satisfy client requirements.
- * The utilization of my knowledge, team working and communication skills for the better growth of the company.

Experience



Senior Associate

Wipro

Feb 2018 - Jan 2021 (3 years)

- * Quality Analyzing for the Content Review process, Enabling the application interface And Organizing the Process setup by regular communication with local & off-shore teams.
- * Production targets and quality are maintained as per client requirements.
- * No unplanned leaves and violations in the floor policy.

Education



Annamalai Study Centre

Master of Business Administration - MBA, Human Resources Management/Personnel Administration, General

2019 - 2021

- * Affiliated to Annamalai University, Annamalai Nagar, Tamil Nadu, India.
- * Overall percentage scored is 62% that was placed in First Class.



Jawaharlal Aviation Institute

Bachelor of Business Administration - BBA, General Studies

2014 - 2017

- * Affiliated to Alagappa University, Karaikudi, Tamil Nadu, India.
- * Overall percentage scored is 45.31% that was placed in Third Class.

Skills

Microsoft Office • Microsoft Excel • Microsoft PowerPoint • Microsoft Word • Google Docs • Google Sheets • Google Slides • Google Meet