

Manoj Kumar

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PROFESSIONAL PROFILE

Diligent, multilingual and highly motivated individual with good and focused experience in corporate policy and process efficiency. Outgoing professional with a track record of delivering unparalleled performance in high profile corporate organisations.

CORE SKILLS

- Problem-solving skills
- Microsoft Office
- Precise analysis
- Fluency in English
- Goal orientation

SOFT SKILLS

- Persuasive
- Dedicated
- Collaborative
- Team player

KEY RESPONSIBILITIES

- Contacting potential clients and creating rapport by networking
- Designing and implementing effective marketing strategies to sell policies
- Addressing queries, requests and complains
- Collecting information from clients on their risk profiles to offer them appropriate solution

EDUCATION

MDU UNIVERSITY, Haryana - *Bachelor of Technology*

JUNE 2017 - JUNE 2020

HSBTE, Haryana - *Senior Secondary*

APRIL 2012 - APRIL 2015

CBSE BOARD, New Delhi - *Senior Secondary*

APRIL 2010 - APRIL 2011