Shubham Chauhan

Contact Number- +91-8006281066

Address- Bhainsaura, Siyana, Bulandshahr, Uttar Pradesh 203412

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Career Objective-

To contribute to a progressive organization, by delivering my strong expertise in Planning, Foundation, Commissioning, and maintenance of electrical systems, and functional domain strengths.

Personal Skill-

* Excel
* Operation Management
* Presentation
* Relationship building
* Teamwork
* Time management
* Problem-solving
* Filling and paper management
* The motivation to work extra hours when necessary

Academic Profile-

| Course | Board/University | Year of completion | Aggregate(%) |
| --- | --- | --- | --- |
| B.A | Subharti University | 2021 | 64% |
| Intermediate | U.P. Board | 2017 | 67% |

**Additional Qualification-**

* Basic computer knowledge
* 6- months Diploma in computer operating

**Experience-**

**Company- Shoppers Stop Pvt. Ltd.**

Role Play- Associate

**Duration**- Dec2021 – April2022

**Responsibilities-**

* We deal with customers who come to our mart
* I managed the online portal of our company and managed all delivery Partner to dispatch the goods
* Resolving the customer issue, if he purchased the wrong product

**Company- Teleperformance Global Services Pvt. Ltd./ Axis House**

**Role Play**- Associate

**Duration**- July 2022 – Jan 2023

**Responsibilities-**

* Place phone calls to customers to educate them on services and products offered by the company
* Explaining what a policy covers to clients
* Establishing a client’s insurance needs by asking them relevant questions
* Advising clients on premium payment options
* Maintain accurate and relevant customer administrative records

**Declaration-**

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

**Date-** **Shubham Chauhan**