

AMANDEEP SINGH

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Dubai, UAE

**CAREER OBJECTIVE**

Seeking an increasingly responsible for a position in an organization where in I can obtain career development and efficiency. And to work in a challenging environment where my qualification, experience and dedication can utilized for the prospects of the organization.

PERSONAL SKILLS

- Very energetic result oriented and organized. Efficient well behaved person.
- Hardworking and dedicated.
- Can work under pressure with time bound performance.
- Easy adaptability to situations

Education

- Bachelor's Degree

PROFESSIONAL EXPERIENCES**06 years of UAE working Experience with Transguard Group.**

- Working with **EUROPEN RESEDIENCE Soprt City, Dubai** as **Receptionist** since **2019** to **Till Now**
- Worked as **Customer Care** at **NOOR BANK, Dubai** for **01 year**.
- Worked with **SHEIKH ZAYED PALACE, Dubai** as **Receptionist** for **02 years**.
- Worked as **Customer Care** at **Call Center** with **ADITY RETAIL GROUP, INDIA** for **02 years**

Duties

- Provide excellent customer services
- Always strive towards best customer satisfaction
- Answering questions about a company's products or services.
- Processing orders and transactions.
- Resolving issues and troubleshooting technical problems.
- Delivering information about a company's offerings.
- Providing proactive customer outreach.
- Handling customer complaints.
- Collecting and analyzing customer feedback.

PERSONAL DETAILS

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|-----------------|---|--------------------------------|
| ✓ Date of Birth | : | 31/03/1991 |
| ✓ Nationality | : | India |
| ✓ Languages | : | English, Hindi, Punjabi & Urdu |
| ✓ Gender | : | Male |
| ✓ Passport No | : | P1102639 |

DECLARATION

I sincerely hope that my application will receive your kind attention and I am most anxious that an opportunity for an interview is given to me at your earliest convenience.