



KESHANI HANSANI

Data entry operator

About Me

Seeking an entry-level opportunity with an esteemed organization where I can utilize my skills and enhance learning in the field of work. Capable of mastering new technologies.



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Al khail gate, Al quoz, Dubai

LANGUAGE

- English
- Hindi
- Tamil

EXPERTISE

- Management Skills
- Creativity
- Negotiation
- Critical Thinking
- Collaboration
- Adaptable
- Customer Service
- problem- Solving

EXPERIENCE

Seashell restaurant Al barsha heights - Dubai 2023 - present

Worked as a collaborative team member to achieve the highest level of customer service. Remained professional and polite under all circumstances. Worked to accommodate patrons with personal dietary preferences and restrictions. Upheld the high standards and extraordinary reputation of the Sigmunds experience.

Brandix lingerie wathupitiwala- Sri lanka 2019-2022

Developed and maintained customer databases using various data entry software applications. Performed thata cetry and administrative duties in support of customer service team, Responsible for the exploration, and testing and of new information systems.

EDUCATION

University of kelaniya-Sri lanka Master of Art 2019-2022

University of Kelaniya-Sri lanka Bachelor of Art 2013-2019

SKILLS SUMMARY

Organization	<div><div></div></div> 78 %
Customer Service	<div><div></div></div> 81 %