

MOHAMMAD ALI

Sr. Customer Representative. 3 years experience in data operation

Mob: +0568894741

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➤ **Career Objective:**

- To seek a suitable position with a reputed organization in order to utilize my skills, expertise and experience for the growth & prosperity of the organization to the optimum level as well as facilitate career & professional growth.

➤ **Strength:**

- Adaptability & good analytical skills.
- Enjoys sharing knowledge with positive attitude.
- Encouraging development of others to achieve specific team goal.
- Excellent at coordinating projects and activities

➤ **Working Experience:**

- Working as senior executive (data analysis) Tran Centa FTS pvt Limited. (Oct 2nd2020 to 31st Sep 2021)
- Worked as Sr customer representative in Concentrix Document evaluation (March 17th 2022 to Dec 19th 2024)

➤ **Working as Sr customer Representative at Concentrix**

- Document evaluate and Email sorting data processing.
- Applyboard student profile Correction.

➤ **Duties & Responsibilities:** -

- Complete work timely finish task clear the cheque amount to
- Customer with productivity and accuracy 99 percent .

➤ **Educational Qualification**

- B. Art in history from dr RML university in 2020.
- 12th passed from UP Board in **2014**
- High School Education, in **2012(UP BOARD) Ambedkar Nagar.**

➤ **Personal Details:**

- **Name:** Mohammad Ali
- **Date of Birth:** 25/08/1994
- **Nationality:** Indian
- **Passport no:** N4735836
- **Visa valid till-** 03-04-2025
- **Driving License:** UP45/20220004020
- **Sex:** Male
- **Marital Status:** Married
- **Language Knowledge:** English, Hindi & Urdu

Technical Skills:

Operating System - windows all versions

Computer Skills - MS Office, computer concept

course, Advance Excel, VBA Hlookup Vlookup

Macro SQL HTML, knowledge

Hobbies:

- Listening to Music and Net Surfing.
- Playing cricket and mobile games.
- Riding Bikes & Travelling.

Personal Declaration:

I do hereby declare that the above mentioned information is true to the best of my knowledge and belief. Future, I am sure that if a chance is given to me to serve in your esteemed organization, I will give my full efforts toward the betterment.

Date:- /12/2024

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