



# PRAVEEN.A



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## WORK EXPERIENCE.

**ALORICA PVT LTD**  
INDIA  
2022-2023

### Customer Service

#### Representative

#### RESPONSIBILITIES:

- Worked for US telecommunication process.
- Assisting customers through chats and calls.
- resolving customers concern and queries on the daily basis.
- Maintain customer satisfaction with forward thinking, strategies. Focus on addressing customer needs and resolving concerns.
- Offered advice and assistance to customers, paying attention to special needs or wants.

## EDUCATION

**Indian Academy Degree College Autonomous.**  
Karnataka India  
2019-2022

### B.com- Bachelor of Commerce

\***2022** passed out with good percentage and aggregate marks.

**Sri Maruthi Pu college**  
Karnataka India  
2017-2019

### PUC (Department of pre-university Education)

\***2019** passed out with good and percentage aggregate marks.

**Prerana International School**  
Karnataka India  
2016 - 2017

### SSLC (Karnataka Secondary Education Board, Karnataka)

\***2017** passed out with good percentage and aggregate marks.

## COMPUTER PROFICIENCY

- Computer Basics.
- Microsoft Word.
- Microsoft Power point.
- Microsoft Excel.

## PASSPORT DETAILS.

Passport No	-	X7793136
Date of Issue	-	10-04-2023
Date of Expiry	-	09-04-2033
Place of Issue	-	India

I have a experience working as part of a team and individually. I am always energetic and eager to learn new skills. Honest and sincere with systematic approach to the work. Processes excellent interpersonal relationship. Confident, strong work ethics and ready for relocation. Even though I take my work seriously.

## TAMIL

## ENGLISH

## KANNADA

## HINDI

## PERSONAL DETAILS

**Date of Birth**  
01-12-2000

**Nationality**  
Indian

**Marital status**  
Single

**Visa status**  
Visit visa

## SKILLS

Team oriented

Flexibility / Adaptability

Quick learning

## HOBBIES:

\* Listening music

\* Playing games

\* Internet Surfing