

Khan Mohammad Salman

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Objective

Professional with a strong focus on customer service who has worked in the BPO industry for more than 1.5 years. Want to use my strong problem-solving, communication, and multitasking abilities to succeed as a customer service representative at RemoteJobsListing.com, offering outstanding support and building enduring relationships with a wide range of clients in a remote work setting.

Experience

- Tech Mahindra Business Limited** 14/07/2022 - 03/03/2024
Customer service and Sales Executive
Outstanding customer support was rendered by phone, email, and chat. Ensured high levels of customer satisfaction by rapidly and efficiently resolving client inquiries. Actively listened to input from clients and worked with internal teams to put new procedures into place.

Education

- KPB Hinduja College of Commerce** 2021
Bachelor of Commerce
- Burhani College of Commerce & Arts** 2018
Higher Secondary Certificate
- Antonio De Souza High School** 2016
Secondary School Certificate

Skills

- Excellent communication skills, both verbal and written.
- Strong problem-solving abilities and conflict resolution skills.
- Proficient in customer relationship management (CRM) software and multitasking.
- Empathetic and adaptable, capable of working independently in a remote setting.
- Technical proficiency with various computer systems and software.

Languages

- English
- Hindi
- Marathi
- Urdu

Personal Details

- Date of Birth : 18/04/2000
- Nationality : Indian
- Location : Mumbai

Declaration

- The information provided above is true to the best of my knowledge and i bear responsibility for the correctness of the above-mentioned particulars.