

# CURRICULUM VITAE

ANJALI MISHRA



AMRD Apartment 2 ND Floor Room  
No-1704 B1 Mundamveli ,Kochi – Pin -682057

**E-Mail: [anjimishop42@gmail.com](mailto:anjimishop42@gmail.com)**

**Mobile 8281896676**

## CAREER OBJECTIVE

Intend to build a career in a leading corporate environment with committed and dedicated people, which will help me to explore myself fully and realize my potential. I am willing to work as a key player in challenging and creative environment.

## PERSONAL DETAILS

Date of Birth                      01/03/1994  
Nationality                        Indian  
Religion                            Hindu  
Marital Status                    Single  
Language Known                Hindi, English, Malayalam (Understanding)

## EDUCATIONAL QUALIFICATIONS

Qualifications	Year of pass	University/Board	Percentage
B com	2014	Mg University	76.00%
PLUS TWO	2011	CBSE	79.00%
S.S.L.C	2009	CBSE	73.00%

## **TECHNICAL QUALIFICATION**

IATA- one year in travel and tourism

Diploma – Financial Accounting

## **WORK EXPERIENCE**

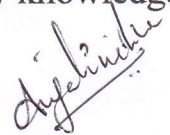
worked in UAE Exchange & Financial Service LTD as Business Support executive  
(July 1<sup>st</sup> 2015- June 24th 2017)

### **Job Profile:**

- Contacting existing Customers, analysing Branch level service quality and cross selling other product.
- Follow up calls with the branches for deal materialisation and there by achieving the target.
- Generation of New customers for branches through Outbound /Inbound Tele Calling and through new data
- Resolving customer complaints and responding to customer queries through mail, telephone and website.
- Reporting to higher authorities on the work done on daily/monthly basis.

## **DECLARATION**

I hereby declare that the information given above is true to the best of my knowledge and belief.



**Anjali Mishra**

## RESUME



Andrea Joseph

Email Id- [andreajoseph311@gmail.com](mailto:andreajoseph311@gmail.com)

Mobile Number -9656095902

Address -Arthasery House, No:443f, Poovampilli road, Elamakara P.O,  
Cochin, Pin- 682026

### **CAREER OBJECTIVE**

A Chance to grow and harness my skills is what attracts me in a job and not merely employment with salary. I have age on my side, beside my abilities and the fierce determination to excel in whatever task assigned to me. I strongly believe that with my superior logical and analytical blend of mind I would be able to contribute to your esteem organisation.

### **EDUCATIONAL QUALIFICATION**

Diploma in Aviation Hospitality, Travel and Tourism

Plus Two

SSLC

### **PERSONAL DETAILS**

Date of Birth 05-02-1995

Gender Female

Marital Status Single

Religion Christian

Languages Known English, Hindi, Telugu, Malayalam

## **WORK EXPERIENCE**


- **Business Support Executive-** UAE Exchange and Financial Service Ltd  
(January 1<sup>st</sup> 2015 to Dec 2017 )

### **Job Profile**

- Handling Customer complaints and Business Support
- Reporting to Higher authorities on work done
- Maintaining reports for customer support and complaints on daily basis
- Ticketing & hotel reservation
- Package tour planning

## **DECLARATION**

I hereby declare that the information given above is true to the best of my knowledge and belief.

  
**Andrea Joseph**