

# HARKARAN SINGH

E-1033, Saraswati Vihar, Pitampura, Delhi   
8826647229   
singhharkaran56@gmail.com 



## OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.



## EDUCATION

**Secondary School | Guru Nanak Public School**

**ECE Engineering | Guru Tegh Bahadur Polytechnic Institute**

Diploma in ECE Engineering.



## EXPERIENCE

**Customer Service Executive | Jindal Intellicom Ltd.**

17/07/2018 – 02/21/2019

I worked as customer care executive and handled customers as well as merchant's queries. I was in a Zomato process where I was handling queries related to Zomato Pages, Orders and Logistics.

I have handled merchant along with providing them real-time optimum solution.



## SKILLS

- Ability to quickly answer questions about the most minute product detail
- Rapid call handling in a fast-paced, demanding environment
- Sensitive listening to understand customer needs and recommend solutions
- Flexibility and Adaptability
- Quick learner
- Responsible
- Prioritizing Tasks



## INTERESTS

Love playing games on computer and listening to music



## PERSONAL INFORMATION

Father's Name: Barinder Pal Singh

DOB: 30/06/1995

Sex: Male

Marital Status: Unmarried

Languages Known: Hindi, English and Punjabi



## DECLARATION

---

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

New Delhi

Harkaran Singh