



ASWIN VELLANDATH

CUSTOMER SERVICE EXECUTIVE

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OBJECTIVE

- To be a part of an organization where I can utilize my customer service skills gained from 2+ years of experience and work with the organization to achieve its SLA and improve the company's competitive position by providing exceptional customer service.

SKILLS

- Good communication skills
- Customer service skills
- Supplier management
- Excellent interpersonal skills
- Great team player
- Fast learning skills
- Multi-tasking
- Good computer skills
- Data analysis

LANGUAGES

- English-Fluent
- Malayalam-Native
- Hindi-Fluent
- Tamil-Intermediate

INTERESTS

- Travelling
- Bike riding
- Swimming
- Singing

EDUCATION

- **Higher secondary class XII** in Computer Science
Kerala State Higher Secondary Board (Mar'18)
- **High School-class X**
Central Board Of Secondary Education-New Delhi (Mar'16)

ACHIEVEMENTS

- Scored 83% for Higher Secondary (Class XII).
- Achieved a C.G.P.A of 9.0 in School (Class X).
- Recognized by management for effective negotiations, setting up credit suppliers and strong partnerships.

WORK EXPERIENCE

Global Group Tours and Travels - Customer Service Executive

Mar'19 - May'21 / Kerala – India.

- Respond and resolve customer enquiries.
- Taking feedback for the services that are being provided.
- Promoting sales of company tour packages.
- Preparing accurate bills and printing various documents.
- Planning and standardization of service delivery.

PERSONAL PROFILE

- DOB: 20th March 2000
- Age: 21
- Gender: Male
- Nationality: Indian
- Visa Status: On UAE Visit Visa
- Passport No: S2916003