

**Rahul Kumar Singh, B.Com.**  
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## **BRIEF BIO & CAREER OBJECTIVE**

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I am a commerce graduate with approximately 4 years of experience in sales domain. I have proven my niche with an active sales performance as a technical support executive, and subsequently as a team leader. I am a dynamic person, equipped with a sense of responsibility, and target-driven endeavor. In addition, I am well versed of working in a team as well as individually. Currently, I am looking forward to work in a firm with a professional work driven environment, where I can utilize and apply my knowledge, and skills which would enable me for career growth while fulfilling organizational goals.

## **EDUCATION**

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Bachelor of Commerce, Maharaja Srischandra College, Calcutta University, 2013

Intermediate (Class-XII), Gyan Bharati Vidyalaya, Kolkata; West Bengal Board, 2009

Matriculation (Class-X), Kendriya Vidyalaya Cossipore, Kolkata; CBSE Board, 2007

## **PROFESSIONAL EXPERIENCE**

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April 2019-Jan 2020 Restaurant Manager at M/s Punjab-De-Chicken, Kolkata.

Jan 2015-Feb 2019 Team Leader at Prudent Mind Info Solution Pvt Ltd., Ranchi.

Jan 2012-Dec 2014 Technical Support Executive at SKI Management Pvt. Ltd., Kolkata.

## **PROFESSIONAL SKILLS**

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Command of the English language  
Active listening  
Oral communication  
Confidently delivering training sessions  
Interpersonal skills  
Customer service  
Provide product knowledge  
Guidance  
Support to internal teams  
Time management  
Prioritization  
Quickly learn new technologies  
Troubleshooting  
Attention to detail  
High concentration  
Commitment  
Interact with a wide range of customers  
Understanding technical issues  
Building relationship and setup trust  
Ability to work alone or in a team  
Virtual working capabilities

## TECHNICAL & IT PROFICIENCY

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- Software Known: Microsoft (MS) Office- Word, Excel, & Power Point
- Internet Browsing

## PERSONAL DETAILS

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- Date of Birth: 28<sup>th</sup> October 1991
- Language Known:
  - English (Read, Write, & Spoken)
  - Hindi (Read, Write, & Spoken)
  - Bengali (Spoken)
- Marital Status: Married
- Interest and Hobbies: Watching movies, and riding bike

## DECLARATION

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

- Rahul Kumar Singh