

Resume

DEEPCHAND BAIRWA

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OBJECTIVE

The objective of my life is accepting challenges in my carrier for any organization. I believe in hard work and devoting everything for my work.

WORK EXPERIENCE

➤ **GVK EMRI (Emergency Management and Research Institute)**

- Department - Quality
- Designation - QA (Quality Assistance)
- Duration - From Jan 2017 To jan 2021

➤ **Working in KEC International LTD.**

- Designation - QA (Quality Assistance)
- Department - Quality
- Duration - From Jan 2021 To DEC 2021

➤ **Working in JNU (Jaipur National University)**

- Designation - (Computer Operator)
- Department - Front Office
- Duration - From 1 Jan 2022 To 15 July 2023

➤ **Currently Working in KH (Khandaka Hospital)**

- Designation - (Computer Operator)
- Department - Front Office
- Duration - From 15 July 2023 To Till Date

Work Responsibility

- Supporting the team member for complete desired target.
- Achieved the desire target of KPI which is provided by supervisor.
- Identifying and resolving caller problem on call.
- Take a new responsibility which is given by TL.
- Reviewing customer feedback and then suggesting ways to improve processes.
- Handling the emergency case closer with the Co Ordination of Field Staff

ACADEMIC QUALIFICATION

- **B.A. From Rajasthan University**
- **12th from Board of Secondary Education, Rajasthan**
- **Diploma In Electrical Engineering from Mahatma Gandhi Engineering Collage.**
- **B.Tech Pursuing from Compucomp IT Management, sitapura.**

SKILLS

- **Typing Skill in English on Computer.**
- **Good Knowledge Microsoft Excel**
- **Basic Knowledge Microsoft World**
- **Good Communication Skill**
- **Management Skill**

STRENGTH

- **Hard Worker**
- **Positive Thinking**
- **Time Punctual**

PERSONAL DETAILS

Father Name : - Gangaram Bairwa
Gender : - Male
DOB : - 10/07/1996
Marital Status : - Married
Languages : - English & Hindi
Hobbies : - Visit New Place and Internet browsing
Local Address :- SB/154 Jhalana doongari jaipur Rajasthan 302004
Permanent Address:- Vill – Bhanwarwada, Post – Aam Ka Jahira, Teh – Nadoti, Karauli,
(Raj.) - 322213

DECLARATION

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

Place:

Date:

(DEEPCHAND BAIRWA)