Ashish Borde

+917045780591

Ashishbordejt14@gmail.com

* **Objective**

To work in an environment which encourages me too succeed and grow professionally where I can utilize my skills and knowledge appropriately

### Highlights

* Results-oriented

* Business development
* Effective marketing
* Ability to motivate staff and maintain good relations
* Resistance to stress
* Good manners

### Education

* Bachelor of business Administration – 2015

Institute of Technology and management College, Nanded

* HSC – 2012

Swami Ramanand Teerth marathwada university , Nanded

* SSC -2010

Latur Board

### Skills

**SEO on Page**

**Off page**

**Keywords Research**

**Google Analytics**

**Meta**

**Content Writing**

### Experience

13/12/2027 – 31/05/2018

**Vertex Altruists Group Co.**

**Customer care Executive** :

* Customer service representative my Job was listen to the customer concerns , answer customer queries and provide them proper solution for their queries and provide information about company’s products

**3i-infotechLtd**

**30/09/2021 -14/05/2022**

**Data Entry Operator** :

Worked as a login co-ordinator , my work was to verifying the documents of the customers

And accept the case and move to next stage if valid documents are provided by the customers,

If not then reject the case and move to previous ,

Process name : Piramal Housing Finance

03/2020 -10/2020

**Rajvi Chits Pvt Ltd**

**Collection Executive**

* Collecting payments from clients, collecting over dues from clients through call and providing them a valid receipt for their over dues.

**Personal Details**

* Name : Ashish Sanjay Borde
* Address :Vinod Niwas chawl Behind Vaniota Thakker clinic, near hanuman bar and restaurant, Mumbai 400078
* Contact No : 7045780591

**HOBBIES :**

* Playing Football
* Praying
* Travelling

**Languages :**

* English
  + - ( Read , write ,speak )
* Marathi
  + - ( Read, write , speak )
* Hindi

( Read , write , speak