# CURRICULUM VITAE

**JASPAL SINGH**

E-Mail ID: jaspal.vt@gmail.com
jaspal@channel-technologies.com

 Contact Number : 9654750264
 7503173503

SYNOPSIS

* A Learner to adopt emerging trends to achieve Organization Objective.
* A Self –motivated person with good communication and problem solving skills.
* An Analytical Mind with ability to think clearly and logically.

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 **PROFESSIONAL EXPERIENCE**

**Process Coordinator**  May 2013 to Till Date .

CHANNEL TECHNOLOGIES LTD.

CHANNEL TECHNOLOGIES LTD. is one of the premiers Event Management in DELHI .our Major Clients ,are FICCI, IBM, Steelbird, Quantam Hi Tech.

 Key Functional Area:

* Meeting with the client and giving him description about Team Management.
* Understand the need of client requirement.
* Feedback to the client about the project Progress.
* Handling the team regarding Project

Achievements:

* Played a major role in Lead Generation for IBM and DGN&D contract
* Successfully Handle Intiut Account Book Event and lead generation
* Successfully done the FICCI EVENT in different cities in INDIA.
* Played a major role in handling IBM Partner Event Successfully in different cities of India.
* Successfully done Adobe Seminars and Webinar.

**Procurement Incharge**  May 2011 to 2013 .

Kamran Exports Pvt. Ltd

Kamran Exports Pvt. Ltd is one of the premiers Export house in DELHI .our Major **Export,** ladies and man’s garments **Import** E Riksha, Pulses

 Key Functional Area:

* Searching the new vendor and Items for Export.
* Sending the samples for overseas buyer .
* Collect feedback .

**Office Supervisory**  March 2009 to Jan 2011.

ViVEK TRAVELS Regd.

ViVEK TRAVELS Regd. is travel service providers for Govt and Private Company in Delhi.Vivek travels diversified presence in a field of Commercial Small Vehicles and bus Service .It has major Clients Reliance Indian Railway, Airport, NTPC , Schools.

Key Functional Area:

* To Provide all Kind of Support to our clients like (Corporate Tour)
* To Provide all Kind of Support to our HR & Admin

**Senior Customer Service Associate** April 2007 to Feb 2009

INTELNET GLOBAL SERVICES PVT. LTD

INTELNET GLOBAL SERVICES PVT. LTD is one of the premier BPO service provider Company. Which is provide a customer care service for Vodafone , City Bank, International airways inbound and out bound service

Key Functional Area:

* Resolve Enquiry and Complaints for Vodafone Prepaid/postpaid Customers
* Escalation
* Floor Management

**Customer Service Agent** Feb 2006 to March 2007

KANKEI RELATIONSHIP MARKETING PVT. LTD

KANKEI RELATIONSHIP MARKETING PVT. LTD is BPO and Marketing Company. Which is provide a customer care service for (Hutch) Vodafone , times group inbound and out bound service

Key Functional Area:

* Resolve Enquiry and Complaints for (Hutch) Prepaid Customers

**EDUCATIONAL QUALIFICATION**

* Higher Secondary from C.B.S.E. Delhi, in 1997
* Senior Secondary from C.B.S.E. Delhi, in 1999
* Graduation (B.A) from North Campus Delhi University, in 2003
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Personal Skills

I am Punctual and like to work to schedules, Taking Responsibilities, keen Lerner, ready to work in Fast Environment, team Leader ship, Surfing Net

* Father’s Name: Late. Mr. Rajinder Singh
* Date of Birth: 06TH Nov 1980
* Marital Status : Married
* Language known: English, Hindi & Punjabi
* Nationality: Indian

(JASPAL SINGH)