

# CURRICULUM VITAE

MOHAMMAD EJAJ ANSARI

## PERSONAL PROFILE



### Contact :

Mob: +971-547520607

### Email:

mdejajansari855@gmail.com

### Personal Data:

Marital Status : Single  
Date of Birth : 04/03/1997  
Gender : Male  
Nationality : INDIA  
Visa Status : Cancellation

### Passport Details:

Passport No : R1899648  
Issue Date : 17/07/2017  
Expiry Date : 16/07/2027

### Languages Known:

English  
Hindi  
Urdu

## APPLICATION FOR THE POST OF

## CUSTOMER SERVICE REPRESENTATIVE

### CAREER OBJECTIVE:

To be associated with a progressive organization that gives me a scope to utilize my creativity, knowledge & skills and be a part of a team that dynamically works towards the growth of the organization. I achieved the assignment with self-motivation, possessing great potential efficacious under high work pressure.

### PERSONAL SKILLS:

To have an unquenchable thirst for knowledge and to enjoy the job by working in a reputed concern like yours.

### EXPERIENCE :

- *Customer Service – General Insurance - Dubai, U.A.E*
- *Customer Service Representative Etisalat –Dubai, UAE*
- *Sales Executive UAE*
- *Customer Service Representatives in Jharkhand, INDIA*

### PERSONAL STRENGTHS:

- Examining insurance proposals
- Working with other professionals to collect background information
- Making decisions about whether and how a person or organization can be insured.
- Co-ordinate with insurance companies to procure appropriate quotations for the Employee Benefits portfolio and handle endorsement-related Employee Benefit portfolio
- Outbound Tele-calling customers to offer the postpaid plan.
- Send request for documentation to cater to customer's request for migration.
- Customer education on the plan details & self-service options.
- Dealing with customer queries and complaints.
- Providing advice about customers' accounts..

### ACADEMICS:

- ❖ 10<sup>th</sup> Passed from JAC, Ranchi, Jharkhand 2013
- ❖ 12<sup>th</sup> Passed from JAC, Ranchi, Jharkhand 2015
- ❖ Degree Bachelor of Arts VBU, Hazaribagh, Jharkhand 2018
- ❖ Computer Computer Knowledge of MS- Office and the Internet

### DECLARATION :

I hereby declare that, the above information is true and correct to the best of my knowledge.

**MOHAMMAD EJAJ ANSARI**