

## Resume

Name Riya Dass

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Age 25 years

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### Objective

To work for a reputed company and to gain experience and knowledge in order to enhance one's skills and to promote growth of the company.

### Educational Qualification:

Class	Mode of Qualification	Result
10 <sup>th</sup>	CBSE	80%
12 <sup>th</sup>	CBSE	94.75%

### Graduation:

Completed BA Political Science Honors from Atma Ram Sanatan Dharma College, University Of Delhi (Regular)

CGPA : 6.676, Division: First

Completed Masters's from IGNOU.

### Work Experience:

Started working in Concentrix in Amazon Process in chat process. From 21<sup>st</sup> July 2020 till 17<sup>th</sup> February 2022.

Worked in British Telecom from 23<sup>rd</sup> May 2022 till 25<sup>th</sup> March 2024 in an international UK billing chat process and upselling.

Working in Teleperformance in Aspire process as onboarding analyst and verifying documents to approve their account opening request. From 14<sup>th</sup> June 2024 till 31<sup>st</sup> March 2025. Worked in chat and email as customer care representative.

### Language Known:

English and Hindi

### Marital Status:

Unmarried

**Declaration:**

I hereby solemnly declare that all the information provided by me is true and correct.