

**CONTACT** 

## Address

Puthussery House

Puthenpally

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## **SKILL**

- Able to operate Microsoft Office Excel
- Internet Applications
- IT Skills
- Customer Service

# PERSONAL SYNOPSIS

- Good Analytic and Communicational Skill
- High level Professionalism
- Active Listener and Quick learner

## JEENA BENNY

Senior Service Head

#### **PROFILE**

My goal is find long term employment with a company to whom I can't grow with both personally and professionally. I bring strong work ethic, vest IT skills, several years in managing people, and leaghty retail experience.

## PROFESSIONAL HISTORY

- 13 Years experience for servicing section (front office and paid service
- **Mariti Suzuki Service Ltd**, Ekm North- 7 years and Elamakkara 3 years
  - Customer Service
  - Customer Satisfaction
  - Front Office
  - Paid Service
- **Perfect Honda Service Centre**, Kalamassery 3 years
  - Front Office
  - Paid Section
  - Service Section
  - Leadership, Training and Team Development
  - Complaint Resolution

## ACCADAMIC CRENDENTIALS

- **BA Economics** Women's College, Mala
- **Pre Degree** Carmel, Mala

## PERSONAL DOSSIER

Date of Birth : 06/04/1975

Language : English, Malayalam, Tamil

Marital Status : Married

Sex : Female

Nationality : Indian

Religion & Caste : Christian, Syrian

## **DECLARATION**

I hereby declare that the above mentioned information is correct up to my knowledge and I bear theresponsibility for the correctness of the above mentioned particulars.

Puthenpally JEENA BENNY