**RESUME**

SHYAM KUMAR

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**Objective**: -Seeking to secure a challenging position with a dynamic and exciting organization where my knowledge, experience and skills contribute to the growth and continuing success of the organization.

Worked with R Services as Sr. Executive – Freight Forwarding **(**Ocean**)** (April 2019 to Jan.2022)

* Provide accurate and timely reporting of information to customers including sending pricing and shipping details.
* Placing bookings with shipping line as per the requirements from customers.
* Providing booking confirmation to customers.
* Sending booking update to shipper/customer.
* Makes amendment in booking as per shipper/customer requirement.
* Work with documentation team to provide timely service after booking.

Worked with NTT DATA as Sr. Executive Annuity Insurance & Health Process

(Aug. 2017 to Feb 2019)

# Demographic entry of insured person.

# Generate policy number and apply fund.

# Process of payment according to customer request.

* To identify the customer as per KYC for preventing theft and AML.
* To check customer transaction pattern for stopping fraud.

Educational qualification

* B.Com (P) from DU

**Skills**: - Microsoft office, Sales, New Business Development, Team Building.

**Diploma**:-

o Diploma in Logistics, Fleet Management & Warehouse.

o Diploma in Vendor Management in Supply Chain.

Area of interest

* Watching TV

Personal information

* Nationality- Indian
* Language Known- Hindi & English

Declaration: - The things are true and correct in my knowledge.

Place-

Date-

SHYAM KUMAR