



MANINDERJEET SINGH

Maninderjeetsingh62@gmail.com

+91 (978) 013-1023

House No. 662 SST Nagar, Patiala, Punjab (India) 147001

PROFESSIONAL SUMMARY

I am a manager of my own family business, motivated to work harder to achieve my goals. Hardworking, customer-service focused and highly dedicated toward my work and duties. I am a multi-tasking, self-motivated leader with strong background improving the performance, productivity efficiency, and profitability of organizational preparations. Capable of working in any work atmosphere.

SKILLS

- Excellent Communication
- Client Focused
- Quick Learner
- Positive Learning process
- Multi-Task Management
- Customer Satisfaction
- Customer Service
- Flexible
- Friendly, Positive Attitude
- Reliable and Trustworthy
- Quality assurance controls

WORK EXPERIENCE

MANAGER OF FAMILY BUSINESS

National Bearing and Machinery Store Patiala (2017- Present)

- Customer satisfaction is my top priority. Helping every customer according to their needs.
- Giving Product Knowledge to customers.
- Training our employees in a friendly and a professional way.
- Being Friendly, by making good communications with customers and co- workers.
- Helped Increase and expand my Business in every other profitable way.

EDUCATION

High school -

Guru Nanak Foundation Public School (2014)

Graduation -

Bachelor of Commerce

Punjabi University, Patiala, Punjab (India) 147001 (2014- 2017)

ADDITIONAL INFORMATION

LANGUAGES:

English, Hindi, Punjabi