



## Ankush Khandegar


Date of birth: 10/11/1993

Nationality: Indian

Gender: Male

### CONTACT

Industrial Area - 4, Near  
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### WORK EXPERIENCE

**02/08/2021 – 06/05/2022 – Indore , India**

#### Senior Process Executive

Annova Solutions

Annova solutions is a global outsourcing company. I work for a international voice process Compex Legal Services it is a U.S. health care process. We provide tech-enabled record retrieval solutions to enhance our clients' efficiency & effectiveness.

**04/04/2020 – 21/06/2021 – Indore , India**

#### Customer service officer

TaskUs

TaskUs is a global outsourcing company. I work for a international voice process DoorDash. It is a U.S based process I used to provide word class customer service experience to every client and always resolve the issue by following the process guidelines and the KPI's.

**01/02/2019 – 28/03/2020 – Indore , India**

#### branch manager

Genius Temple

Genius Temple is a soft spoke and personality development institute. I used to handle all the operation related to branch like hiring the potential candidate, taking seminars, training students and professionals on soft skills and personality developement, public speaking sessions, creating educational content for students and professionals, promotional activities and many more.

**01/01/2018 – 01/02/2019 – Indore, India**

#### Mentor

Genius Temple

Genius Temple is a soft spoke and personality development institute. I used to train students and professionals on soft skills and personality development, taking seminars, public speaking sessions, creating educational content for students and professionals, promotional activities and many more.

**04/01/2016 – 28/12/2017 – Indore , India**

#### Site Engineer

Aadya Wood Decor

Aadya Wood Decor is a interior designing company. I used to supervise the sites, also negotiation with the clients and the vendors, client meetings and material monitoring.

### EDUCATION AND TRAINING

**01/07/2012 – 22/03/2018 – Pithampur Rd, Opposite Indian Institute of Management, Rau, Indore, Madhya Pradesh, Indore, India**

#### Bachelor of Engineering

Indore Institute of Science and Technology

<https://indoreinstitute.com>

## LANGUAGE SKILLS

**MOTHER TONGUE(S):** Hindi

**OTHER LANGUAGE(S):**

English

**Listening**  
C2

**Reading**  
C2

**Spoken  
production**  
C2

**Spoken  
interaction**  
C2

**Writing**  
C2

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## DIGITAL SKILLS

Microsoft Word / Microsoft Excel / Microsoft Powerpoint / Google Drive / Outlook / Google Docs / Power Point / Organizational and planning skills / Written and Verbal skills / LinkedIn / Good listener and communicator / Analytical skills / Decision-making / Strategic Planning / Presenting / Creativity / Critical thinking / Gmail / Reliability / Responsibility / Research and analytical skills / Detail-Oriented / Good time management / Flexibility / Excellent writing and verbal communication skills / Empathic listener / Teamwork