






SABNAM KHATUN

Customer Support & Data Entry Professional

PROFILE

A dedicated and results-oriented professional with experience in customer support and data entry. Seeking to leverage strong communication skills and a keen attention to detail in a challenging role within a growth-focused organization. A quick learner, adept at time management and committed to ensuring customer satisfaction.

CONTACT ME

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apsarakh60@gmail.com
 Rampurhat, 731224,
Birbhum, West
 Bengal, India

➤ EDUCATION

MASHRA HIGH SCHOOL

School end - 2015

BURDWAN UNIVERSITY | BA

Currently Enrolled | Joined 2025

H.S | W.B.B.S.E

Year - 2015

M.P

End year 2013

➤ LANGUAGE

English

Bengali (Native)

Hindi (Proficient)

➤ COMPUTER SKILLS

Data Entry

Spreadsheet.

Typing Proficiency

Customer support, Customer satisfaction

➤ EXPERIENCE

INTELLIGENT IMAGE MANAGEMENT PVT. LTD (IIMI)

Accurately entered and managed large volumes of data, Ensured data integrity and confidentiality, Met and exceeded daily data processing targets.