

## **DELBIN DAVIS**

**Pazhayattil House**

**Mala P.O**

**Thrissur – 680 732**

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**[delbinpd9@gmail.com](mailto:delbinpd9@gmail.com)**



### **Career Objective**

To work for an organization which will help in value addition and serve as a spring board to move ahead in my carrier by providing me interesting carrier opportunities and harness the best of my caliber.

### **Skills & experience**

- Building costumer relationship
- Team coordination and Helping mentality
- Ability to adapt as a team member and team leader when needed.
- Quick learner and observer
- Solution provider
- Hardworking and proficiency in communication skill
- Proficiency in computer handling and documentations.

Over 7.5 years total professional experience in attending clients and meeting their requirements. Worked for more than 4 years as an Operations Coordinator in a well-established firm dealing with Lenin supplies for reputed hotel networks in India. Meeting clients all over India and conducting events and closing up deadlines. Worked in automobile industry for over 3.5 years as Customer Relation officer world class automobile manufacturer and dealer. Meeting up customers on a daily basis and meeting up their requirements.

### **Work Experience**

Worked as Operations Co-ordinator at Silver Arcade Trading, Cochin from 1st December 2016 to 20th January 2021

Worked as a Customer Relation officer at Nippon Toyota, Cochin from 1st June 2013 to 30th November 2016

## **Educational Qualification**

- **Bachelor of Computer Application** from Mahatma Gandhi University 2013.
- **10+2 Science** Kerala Board of Higher Secondary Examination 2010.

## **Personal Details**

Name : Delbin Davis  
Date of Birth : 24/03/1993  
Gender : Male  
Religion : Christian  
Marital Status : Single  
Nationality : Indian  
Languages known : English, Malayalam, Hindi, Tamil

## **References for contact**

- Mrs. Reena Benny Manager and Admin of Silver Arcade Trading, Cochin  
Mob: +91-9745166679
- Mr. Subhish Pushkaran Head-Customer Relations of Nippon Toyota, Cochin  
Mob: +91-9847086009

## **Declaration**

I hereby declare that the above-mentioned information is correct up to my knowledge.

Date:

Place:

Delbin Davis