

# AADIL KHAN



## PROFILE

To obtain a challenging & responsible position in an organization, where i can contribute to the successful growth of the Company using my abilities, responsibilities, skill and further to improve my personal and professional skill.

## CONTACT



+91-9990861294



Aadil101khan@gmail.com



New Delhi, india -110030



[www.linkedin.com/in/aadil9/](https://www.linkedin.com/in/aadil9/)

## SKILLS

- Website Ux/UI design
- Time management
- Team work
- Adaptability
- Customer Support
- Customer Handling
- Problem Solving
- Active Listening

## LANGUAGE

- English
- Hindi

## EDUCATION

- **10th Passed From U.P Board** 2017 - 2018  
Shree Sardar Ram Dayal Yadav S S H S S, ALIGARH, DADON
- **12th Passed From C.B.S.E Board** 2020 - 2021  
G.B. SR SEC SCH NO-1 SEC-3, RK PURAM, NEW DELHI
- **Raja Mahendra Pratap Singh State University, Aligarh** 2022 - 2025  
Bachelor of science (B.sc-General)

## WORK EXPERIENCE

**TOTAL EXPERIENCE: 1.7 YRS**

### Teleperformance ~ Onfido

**Dec 2023 - May 2024**

Senior Customer Care Executive

- Verified the authenticity of worldwide government-issued documents to detect and prevent fraud.
- Accurately entered data such as document numbers, names, genders, dates of issue, and dates of birth into the system for record-keeping and further analysis

### Allianz Partners ~ INBOUND OPERATIONS

**Sep 2024 - Nov 2024**

Assistance Coordinator

- Responded to customer calls for emergency roadside support across brands like Hyundai, Kia, Toyota, and Honda, ensuring immediate assistance during breakdown situations.
- Accurately registered service requests while adhering to company protocols and maintaining service quality standards.
- Built trust and maintained a professional tone during high-pressure scenarios by providing clear communication and timely coordination.

### Allianz Partners ~ RSA MARUTI SUZUKI PFU

**Nov 2024 - Dec 2025**

Assistance Coordinator (Case Manager)

- As a Case Manager, handle end-to-end coordination of roadside assistance cases, focusing on customer needs and timely service execution.
- Maintain strong customer relationships by ensuring accurate assistance aligned with company standards and client expectations.
- Experienced in managing service requests, payment handling, and efficient communication to deliver high customer satisfaction.