

DONABELLE DELIGENTE BAIS



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Bacolod City, Philippines 6100

KEY COMPETENCIES

Critical thinking skills

Excellent communication skills

Strong interpersonal skills

Product knowledge

Proactive and self motivated

Exceptional organizational skills

Goal oriented-focus

Service based-selling

PROFESSIONAL EXPERIENCE

CONCENTRIX

COSTUMER SERVICE REPRESENTATIVE (Telecommunications)

August 08,2022- August 15, 2024

- Handling customer's inquires, complaints, billing, questions, and payments extensions.
 - Processed customer's orders promptly and accurately to ensure customer satisfaction.
 - Assisted customers in navigating the company's website and locating relevant information.
 - Provided technical guidance on how to access online and troubleshoot routers.
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EDUCATION

Computer Technology

College Level

Upgrade Computer Technical College