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## Customer Support Executive Resume

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### Job Objective

To obtain a secured position as Customer Support Executive and so I can become a valued member of the team while moving forward with my training in this field.

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### Highlights of Qualifications:

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- Strong accomplished customer service experience
  - Wide knowledge in computer hardware and software applications along with experience using the Internet
  - Good knowledge of networking and Customer support
  - Strong troubleshooting and problem-solving skills
  - Excellent Voice Speech Communication Skills
  - Ability to efficiently multitask and navigate a computerized data entry system and relevant applications
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### Professional Experience:

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Customer Support Executive  
Lucas Group,Daybrook, WV  
August 2007 – Present

- Handled and resolved non-routine telephone enquiries.
  - Managed resolution of complex residential business inquiries, complaints, and billing questions.
  - Tracked, troubleshoot and gathered information from client.
  - Resolved problems, promoted and sold products services,.
  - Prepared and updated presentations, reports, and spreadsheets for clients.
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### Education:

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Bachelor's Degree in Computer Science  
Deep Springs College, Dyer, NV

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