

CURRICULUM VITAE

PERSONAL DATA

Name : **Lancy Naveen Saldana**
Date of Birth : 29-05-1983
Gender : Male
Nationality : Indian
Email : lancysal@gmail.com
Mobile No : 0588193551



CAREER OBJECTIVE

To contribute my positive attitude, adaptability, and strong communication skills to support team goals and deliver quality work.

CAREER SKILLS

- Hardworking, self-assured, self-motivated, fast learner and dedicated to the job.
- Communication skills, problem solving, critical thinking, and creativity.
- Leadership qualities, professionalism and strong work ethics.
- Team work and collaboration.

WORK EXPERIENCE

Customer Care Supervisor, May 2023 to Feb 2025, Know Tech Solutions (PVT) LTD, Sri Lanka.

Telesales/Customer Care Executive, Jan 2018 to April 2023, Konnect BPO Technologies (PVT) LTD., Sri Lanka.

Administrative Secretary CFCA (Christian Foundation for Children and Aging) March 2012 to June 2017, Custody of St. Charles Luwanga, Uganda.

EDUCATIONAL PROFILE

KEY QUALIFICATION

- **Bachelor of Theology** - Catholic University of Eastern Africa - Tangaza College, Kenya (Aug 2008 - Feb 2012)
- **Diploma in Philosophy** - Institute of Philosophy and Religion – Deena Seva Ashram Bangalore India (June 2004- April 2007)

- **Senior Secondary School Certificate**, National Open School, Government to India, New Delhi, India. (Two Years)

TECHNICAL QUALIFICATION

Sales force, MS Word, Excel, Power point and Internet.

LANGUAGE PROFICIENCY

English, Hindi, Kannada, Konkani, Tulu

PERSONAL PROFILE

Date of Birth: 29-05-1983

Nationality: Indian

Passport No.: R2127355

Date of Issue :03-07-2017

Date of Expiry: 02-07-2027

Resident location: Al Nahda1 Dubai

Visit visa: 18-03-2025 to 16-05-2025

DECLARATION

I hereby declare that the above said information is true for best of my knowledge and belief.

Lancy Naveen Saldana