



Purnima

Account Executive

To obtain a position as an elementary or primary school teacher that will utilize my dedication to children's educational needs, development, and higher-order thinking in a way that increases student's performance.

Email

0807.purnima@gmail.com

Address

Lai Chi Kok, Hong Kong

Phone

852 98295280
91 8368846439

Date of birth

12-10-1993

Nationality

Indian

Link

linkedin.com/in/purnima-mishra-53337a151

Skills

- Critical thinking
- Communication
- Imaginative thinking
- Organization
- Imaginative thinking
- Time management
- Conflict resolution
- Leadership
- Teamwork
- Supply Chain
- Operations
- Customer Service
- Microsoft Office, Excel and Power Point

Languages

- English**
Advanced
- Hindi**
Advanced

Experience

Learning Support Teacher

International Montessori School *Hong Kong*

Account Executive

Allport Cargo Services USA *Hong Kong*

February 2018 - Present

Responsible for operational and technical management for named ACS accounts. To facilitate, monitor, and integrate the ACS USA service offering, both internally and externally, to optimize service delivery, customer value/satisfaction, and to drive continuous improvement. I am responsible for :

- Own and manage the overall execution of account at an Operations management level, carrying out specific requirements as documented in the customer SOP and destination account management document.
- Maintain strong contact/relationships with global customers and ACS regions supporting those customers.
- Develop and ensure necessary metrics/KPIs are maintained and sustained for all operational aspects of the business.

Education

AMI Montessori primary diploma

Navadisha Montessori Foundation India

International Teacher training

PG Diploma in International Teacher Training in Pre and Primary
Aspiring Professional Teachers Training Institute (APTTI) Canada
2020

Master's degree in commerce

MKB College of Commerce and Arts, Jabalpur, India *Jabalpur, India*
2017

Bachelor's in commerce

St. Aloysius' College *Jabalpur, India*
2014

Achievements

- "I reduced customer waiting times by 20% over the course of six months."

- “Dealing with 500 plus Shipments and multiple Origins on a daily basis and chasing outstanding issues.”