



KIRTEE SAGAR MORE

LIFE INSURANCE ADVISOR

9021187678 Pune kirteemore07@gmail.com

ABOUT

I am a hardworking and dedicated person. I am an excellent team worker and have skills such as Internet Surfing, Email, > 30 WPM Typing Speed, Other, MS CIT, Computer, Other. I am looking for opportunities in Back Office, Human Resource.

EDUCATION

GRADUATE

2018

Bsc Agri | Other

ycmou nashik university

EXPERIENCE

Back Office Operations

Sep 2016 - Oct 2023

at Saifee plastwear India Pvt. Ltd | Manufacturing

sale , purchase, account, e-way bill, stock management world, Excel work & record management

Accounting

Sep 2023 - Sep 2024

at B k traders and company | Industrial Equipment / Machinery

sale , purchase, account, e-way bill, E-invoice, stock management world, Excel work & record management

Accounting

Sep 2024 - Nov 2025

at Shruti sales & distributors | Wholesale and Distribution

1 years experience

Life Insurance Advisor

Dec 2025 - Present

at SBI Life Insurance | Insurance Services

2 months

SKILLS

MS Word

Internet Surfing

Computer

Good Communication Skills

MS Power Point

Advanced Excel

Tally

Book Keeping

GST

Billing

Basic Excel

Email

LANGUAGES

Marathi

Hindi

English

ASSETS

Bike

Aadhar Card

PAN Card