

# Abhi Kumar

H.No. 82, Bhoor Mandi, Jalandhar Cantt, Near PAP Chowk  
8360519833 | kabhi8239@gmail.com

## Objective

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Attentive professional proficient in administrative visa application complexities, processes, and requirements. In-depth knowledge of risk framework and unlawful activity. Commended for effectively handling complex cases and keeping up-to-date on regulatory laws. Analytical Visa Executive verifying authenticity of paperwork and supporting documents to streamline visa application process. Customizes guidance on how best to obtain required documentation to migrate internationally. Applies advanced understanding of governing rules to produce relevant support.

## Experience

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- Caan World Consultants** 01-11-2023 - Currently working here  
Visa Filing Officer
  - Detail-oriented visa filing officer with 1 year of experience in processing tourist visa applications for Canada, Australia, New Zealand, the UK, and Schengen countries. Eager to leverage my knowledge of immigration policies and strong analytical skills at Caan World Consultants to ensure accurate application assessments and enhance the client experience.
  - Reviewed visa applications and supporting documents to determine eligibility.
  - Maintained accurate records of all visa processing activities.
  - Compiled reports on visa processing statistics and trends.
  - Collaborated with other departments to resolve complex cases.
  - Answered questions, concerns and inquiries from clients and management regarding visa application process.
  - Processed visa applications, analyzing documents for validity.
  - Responded promptly to inquiries from clients regarding the status of their application.

## Education

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- PSEB** 2015  
10th  
58%
- PSEB** 2017  
12th Commerce  
52%
- Dips Institute Of Management & Technology** 2021  
B.B.A.  
7.18 CGPA
- Dips Institute Of Management & Technology** 2023  
MBA  
7.3 CGPA

## Skills

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- Attention to Detail
- Good Communication
- Teamwork
- Decision Making

## Additional Information

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Religion - Hindu  
DOB - 04-12-1999  
Languages - Hindi, English, Punjabi