

Eman Fatima

Graduate

A confident, articulate and multi-faceted individual with effective communication and management. I am seeking positive in with growth oriented organization where I can use my enthusiasm for relationship building and my passion for innovation to drive positive change.

✉ ef47515@gmail.com

☎ 03343626135

📍 Naveed Bungalows and Cottages, Karachi, Pakistan

EDUCATION

Bachelors In Business Administration Bahria University

02/2020 - 01/2024

Courses/3.75

– Majors In Marketing

karachi/

Intermediate In Commerce

Shaheed-e-Millat Government Degree College for Women

02/2017 - 01/2019

WORK EXPERIENCE

Sales Consultant

Jubilee Insurance Company Limited, Nobel Branch

04/2023 - 12/2023

Achievements/Tasks

- Achieve or exceed target insurance sales quota.
- Sell a variety of insurance product to business and individuals.
- Customize insurance program to suit individual customer, often covering variety of risk.

Internship Experience

Bahria University Karachi

01/2023 - 02/2023

Achievements/Tasks

- Supported the advisor with day to day responsibilities.
- Filed paperwork both manually and electronically.
- Answered employee queries via email and telephone.

SKILLS

Problem Solving

Team Work

Time Management

Analytics Skill

Detail Oriented

Preservance

ACTIVITIES

activities

- Participated in ladies fund.
- Counsellor at Al-Furqan School and NGO.
- Volunteered in Iftar donation drive.
- Participated in Pink Ribbon Seminar.

CERTIFICATES

Certificate Of Achievement In Entrepreneurship

Franklin Covey's Leadership Certificate Program

Certificate For Volunteer Work at Dar-ul-Sukun

LANGUAGES

English

Full Professional Proficiency

Urdu

Native or Bilingual Proficiency

Turkish

Limited Working Proficiency

INTERESTS

Writing

learning languages

sketching

Sports

fashion illustration

History learning