

FARWA SAMEER

Sales Executive

CONTACT

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- 📍 Tanveer Town Kharian City

EDUCATION

SSC-2018-2019

HSSC-2019-2020

Bahria University Islamabad

Bachelor of Applied Psychology
2021 Continue

SKILLS

- Management Skills
- Creativity
- Digital Marketing
- Sales
- Critical Thinking
- Leadership

LANGUAGE

- English
- Urdu

ABOUT ME

I have worked in sales, where I focused on building relationships with clients and achieving sales targets. My role involved identifying customer needs, presenting products or services, and negotiating deals. I also collaborated with the admin team to ensure smooth operations and maintain accurate records of sales activities. This experience helped me develop strong communication and organizational skills.

EXPERIENCE

Administration Office (IELTS PTE Counsellor)

Financial Training Institution

I was responsible for managing daily operations, organizing schedules, and maintaining records. I handled communication between departments, assisted in project coordination, and ensured that administrative processes ran smoothly. My focus was on improving efficiency and supporting the team with various tasks

Dawood Family Takaful (Sales)

- I focused on building rapport with customers, understanding their needs, and persuading them to make purchases.
- I tracked calls and follow-ups to ensure effective communication and maximize sales opportunities.

Immi Consult pvt(sales/telecaller)

- Working with the wider development team.
- In sales my main responsibilities included reaching out to potential clients, presenting products or services, and addressing any inquiries they had.

