

# RIMSHA NOOR

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## Professional Summary

Dynamic and results-driven professional with **5+ years of cross-functional experience** in business development, education, and community engagement. Adept at leveraging strategic thinking, creative problem-solving, and collaborative leadership to drive organizational growth and foster impactful outcomes. Committed to continuous learning and delivering excellence in fast-paced environments.

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## Professional Experience

### Business Development Officer

47 Tech | 2023–Present

- Spearheaded client acquisition strategies, increasing lead generation by 25% within the first 6 months.
- Collaborated with cross-functional teams to optimize sales pipelines and enhance customer retention.
- Developed and executed innovative marketing campaigns to expand market reach.

### Senior Educator & Academic Coordinator

Falcon Grammar School (3 years) | Sharp Mind Grammar School (2 years) | 2017–2022

- Designed and implemented student-centric curricula, improving academic performance by 30% across key subjects.
- Mentored 150+ students in critical thinking and problem-solving techniques.
- Led parent-teacher collaboration initiatives to align educational goals with student needs.

### Founder & Lead Instructor

Noor Academy | 2018–2022

- Established a thriving tuition center, serving 50+ students annually with a 95% satisfaction rate.
- Integrated technology-driven learning tools to enhance engagement and academic outcomes.

## Volunteer Leadership Roles

- **Marketing Manager** | Empower Pakistan (2022–2023): Directed digital marketing strategies to amplify advocacy for women's empowerment.
  - **Community Ambassador** | Dukhtaran-e-Mashriq (2023–2024): Mobilized local communities through workshops on education and skill development.
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## Education & Credentials

### Bachelor of Commerce (B.Com)

Allama Iqbal Open University | 2024

### Intermediate in Commerce

Karachi Board | 2019

### Matriculation (Computer Science)

Karachi Board | 2017

## Professional Certifications

- Certificate in Information Technology (CIT) | Computer Collegi@te | 2019
  - Amazon Virtual Assistant Specialist | JDC IT City | 2024
  - Communication & Soft Skills Certification | Digi Skills | 2024
  - Diploma in Information Technology (In Progress) | NED University | 2024
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## Core Competencies

- Strategic Business Development | Client Relationship Management
  - Curriculum Design & Instructional Leadership | Data-Driven Decision Making
  - Digital Marketing & Brand Advocacy | Stakeholder Engagement
  - Emotional Intelligence | Adaptive Problem Solving
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## Technical & Soft Skills

- **Tools:** Microsoft Office Suite, CRM Software, Virtual Collaboration Platforms
- **Languages:** Fluent in English & Urdu
- **Traits:** Collaborative Team Player, Deadline-Oriented, Innovative Thinker