

DAMYASHA KHAN

I am highly organized and hard-working Individual. Aiming to use my proven customer service, sales, and communication skills to effectively fill the managerial role in your organization. I am a dedicated team player who can be relied upon to help your company achieve its goals.

Contact

0334-2912348

damyasha22@gmail.com

Flat # 143, Block 'O' Saddar Police Family Lines, Main Shahra-e-Faisal, Karachi.

Skills

- Produce revenue by analyzing potential prospects by cold calling
- Strong communication skills
- Creativity in problem solving
- English Literacy with Strong writing skills
- Sales and Marketing

Computer Skills

- Excellent command on MS Word & Excel
- Impressive typing skills
- Email communication
- Computer Literacy
- Email Marketing and Chat Support
- Adobe Photoshop

Experience

➤ SALES AGENT - XPERT'S SOLUTION (09/2017 To 01/2018)

- Providing B to C Customer Selling of the product (US based Duct Cleaning Service). Provide customer with the service in order to generate revenue for organization.

➤ CUSTOMER SALES REPRESENTATIVE – TECHSYS TECHNOLOGY (03/2018 To 07/2021)

- Providing B to B Customer Service of the product (UK Energy Campaign). Serves customers by providing product and service information and resolving product and service problems.

Education

- **SSC (SCIENCE) - BROOKLYN SEC SCHOOL**
- **HSC (ARTS) – BOARD OF INTERMEDIATE**
- **BS (INTERNATIONAL RELATIONS) – FEDERAL URDU UNIVERSITY**
CGPA (3.40)
Major Subjects (Media Science, Foreign Policy & Sociology)

Certification

- **Certified Graphic Designer-PHMA Institute**
 - Logo Design and development
 - Typography
 - User Interface Animation
 - Picture & Video Editing

Hobbies / Interest

- Artistic activities
- Cooking
- Travelling
- Nature