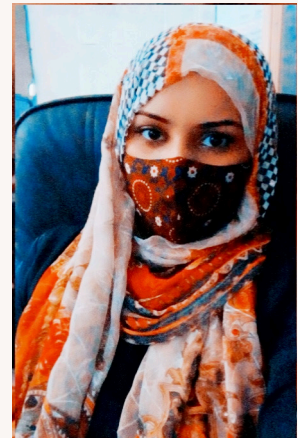


Anum A.NAFEES



BUSSINESS
DEVELOPMENT
SPECIALIST



OBJECTIVE

Compassionate and dedicated Sales Professional with 3 years of experience providing exceptional market analysis, strategic planning, and successful client engagement. Seeking a position as a BUSINESS DEVELOPMENT SPACIALIST to utilize my skills and contribute to the growth and success of a forward-thinking organization.

SOFT SKILLS

- Photoshop, Illustrator
- Adobe XD and EXPRESS
- HTML, CSS, JAVASCRIPT
- Wordpress (MYSQL)
- Graphics designing
- MS OFFICE
- CHATGPT
- Figma
- Creative and listen actively
- Teamwork, Growth mindset

HARD SKILLS

- Proficient in client relationship management, conducting sales presentations, and negotiating.
- Skilled in strategic account planning, forecasting, and reporting to drive business growth, utilizing market insights and product knowledge.
- Strong communication and interpersonal skills.
- Problem-solving and critical thinking.

EXPERIENCE

01

EFU WINDOW TAKAFUL

Sales Consultant, 2021
Jan-March

- I focused on case studies
- Meetings with stakeholders, and providing sales consultations.
- Ensure Policy Issuance, Quoting and Pricing, Maintaining accurate and up-to-date records of client interactions.

02

SS JAPAN LTD

International Sales Executive, 2021
April-2023 May

- Cold calling, Client Acquisition, SMM, Lead generation, sales, customer experience and service.

Assistant Manager

- Performed department management and business development duties.
- Ensuring that each member understands their role and contributes to overall objectives.
- Address operational challenges, resolve conflicts within the team, and find solutions to improve efficiency.
- Facilitate effective communication between team members.



03

REX-D(RU JAPAN)

Key Account Executive,
2023 June-Sep

- Performed department management and business development duties.
- Ensuring that each member understands their role and contributes to overall objectives.
- Address operational challenges, resolve conflicts within the team, and find solutions to improve efficiency.
- Facilitate effective communication between team members.

COURSES

Udemy | Alison, 2024

UI UX Design Figma Expert/ Adobe XD

Alison, 2024

Mastering Supply Chain and logistics Management

Memon Foundation, 2017

Graphics and Web designing/ MS Office

EDUCATION

Apwa Degree College For Women, 2024

Bachelor of Science (B.Sc) ongoing

K.M.A Girls Degree College, 2019

Intermediate (sci Pre-Eng)

Al Makhdoom Public School, 2011

Matriculation (Bio-Sci)