



Haifah Shah

Retail Assistant

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Languages

- English (Native)
- Urdu (Fluent)
- Hindi (Fluent)
- Panjabi (Work Proficiency)

About

With proven expertise in fast-paced settings like Nando's and St Luke's Hospice, my strong suit lies in exceptional customer service and maintaining high standards of cleanliness. Fluent in English and basic French, I'm adaptable with a knack for solving problems, making me an excellent fit for temporary retail positions.

BRANDS WORKED WITH

- tlc Estate Agents
- Nando's Westfield Stratford
- Stanmore Riding School
- St Luke's Hospice
- Chalkhill Family Practice

Experience



● ESTATE AGENCY SUMMER INTERN

tlc Estate Agents | Jun 2023 - Sep 2023

Responded to client inquiries and provided information on available properties Managed incoming phone calls and promptly responded to emails in a timely and courteous manner Facilitated property viewings, offering guidance and information to prospective clients.

● WAITRESS

Nando's Westfield Stratford | Sep 2021 - May 2023

Maintain a disinfected and clean dining area Take customer orders and handle transactions at the tills Assist customers with any queries or complaints Follow strict guidelines and rules to stock up and defrost goods.

● EQUINE STABLE ASSISTANT

Stanmore Riding School | Sep 2018 - Nov 2019

Assisted with riding lessons and ensured minimal accidents and injuries Kept stables clean and sanitary through mucking out and bedding changing Assisted clients around the stables with a friendly and helpful approach.



● VOLUNTEER RETAIL ASSISTANT

St Luke's Hospice | Feb 2018 - Dec 2018

Carried out cleaning tasks in compliance with regulations Provided friendly and attentive service by promptly

● RECEPTIONIST ASSISTANT

Chalkhill Family Practice | Jan 2018 - Apr 2018

Compiled and produced documents and reports and filed, copied, emailed or faxed required papers to appropriate parties Filed invoices, customer records and other paperwork in an orderly fashion for ease of retrieval.

Education & Training

- 2019 - 2021 ● **Claremont High School**
A-levels, History, Sociology, Psychology
- 2019 ● **Claremont High School**
GCSES,
- 2021 - 2024 ● **Queen Mary University of London**
BA History, History

