

Fatima Mirza

Sales Associate

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Languages

English (Fluent)

Urdu (Native)

About

I am a dedicated sales associate with over 2 years of experience in luxury retail. I excel in inventory management, customer service, and effective merchandising. I thrive in dynamic environments, driving sales through strategic insights and teamwork.

BRANDS WORKED WITH

Inayat Watch Company

Experience

● Sales Associate

Inayat Watch Company | Aug 2021 - Jan 2023

- Managed day-to-day operations of a busy watch outlet, including inventory management, sales tracking, and financial reporting.
- Provided exceptional customer service, addressing inquiries, resolving issues, and ensuring customer satisfaction.
- Implemented effective merchandising techniques to optimize product visibility and drive sales.
- Utilized MS Excel to create and maintain comprehensive sales reports, providing insights for strategic decision-making.
- Trained and supervised new staff members, ensuring adherence to company policies and standards.
- Created a positive work environment by promoting teamwork and collaboration among colleagues.

Education & Training

2019 - 2024 ● **University of Management and Technology**

Bachelor of Science,

2018 - 2019 ● **Punjab Group of Colleges**

Intermediate Pre-Engineering,

2015 - 2017 ● **Harvard Grammar High School**

Matriculation (Sciences),