



# Khadijah Noor

Sales representative

London, UK

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## Languages

English (Fluent)

Arabic (Work Proficiency)

Urdu (Fluent)

Panjabi (Work Proficiency)

## About

BRANDS WORKED WITH

24Seven London

Balmain

## Experience

### ● Sales Representative

24Seven London | May 2022 - Now

- Dealt with 60 to 80 customers on a daily basis in multiple retail luxury brands - especially female
- Maintained a proactive approach to existing sales strategies, based on deep analyses of customers, exceeding personal/professional sales with over 10% to 15% per shift
- Anticipated customer needs, providing them with excellent customer service while upholding brand standards



### ● Receptionist

Balmain | Feb 2020 - Aug 2021

- Smoothly managed the day-to-day front desk operations and warmly welcomed 150-200 customers per day, coordinated check-in, and directed them to the appropriate sales staff
- Managed 2 phone lines and facilitated over 50-60+ calls per day with clients, vendors, and staff
- Provided excellent customer service with a helpful and friendly attitude
- Provided administrative and clerical support to 12-15 staff members per day
- Co-ordinated pick up and delivery of express mail services, unpacked inventory, and stocked supplies

## Education & Training

2022 - 2023

### ● The University of East London - School of Health, Sport & Bioscience

Bachelor's in Biomedical Sciences (BSc),