AMIRA MOHAMED FAHMY

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Madinet El Salam, Nile Buildings, Block 10, Entrance 1, Cairo, Egypt

SKILLS

Financial and Administrative Skills: Strong understanding of accounting, financial management, and report preparation

Communication and Persuasion: Effective communication skills

Sales Skills: Experience in customer engagement, closing deals, and providing tailored solutions to meet client needs.

Analytical Thinking and Problem Solving: Ability to analyze data and derive insights that contribute to performance improvement

Time Management and Organization: Efficient in organizing tasks to meet deadlines and achieve objectives.

Teamwork: Able to collaborate with cross-functional teams to achieve common goals

OBJECTIVE

Personal Summary A motivated Commerce graduate from Ain Shams University with hands-on experience in customer service, sales, and cash handling. I possess strong financial and administrative skills, excellent communication abilities, and a proven ability to work in fast-paced environments. Seeking to apply my knowledge and experience in a dynamic organization.

EXPERIENCE

Sales Representative 1/2024 - 8/2024
International Restaurants Company
Engaged with customers to understand their needs and offer suitable product recommendations.
Exceeded monthly sales targets and provided excellent customer service.

Cashier 3/2023 - 1/2024
McDonald's
Managed cash transactions, processed payments, and ensured accurate cash handling.
Delivered friendly and prompt customer service in a high-volume restaurant environment.

Call Center Agent 2022 - 2023
Marketing Research Company
Conducted customer surveys and gathered valuable data for market research.
Provided excellent customer service by addressing inquiries and resolving issues efficiently.
Managed data entry and ensured the accuracy of information gathered from surveys.

Freelance Work 2021 - 2022
Freelance Tutor
Provided private lessons in accounting and economics to high school and university students.
Created customized lesson plans to improve students' understanding of complex topics.
Monitored progress and adapted teaching methods to meet individual needs.

EDUCATION

Bachelor of Commerce 2024
Ain Shams University ,Cairo , Egypt
V.g

English Proficiency: B1 level and working towards improving to C2.