# **SUNAINA** SHOUKAT

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## WORK EXPERIENCE

<sup>o</sup> Administrative Receptionist, , , Pakistan(Sep 2017 to Sep 2020)

<sup>o</sup> Sales and Marketing Officer, Sana Safinaz, , Pakistan(Jan 2017 to Aug 2017)

## EDUCATIONAL BACKGROUND

## SKILLS

 $^{\circ}$  result oriented

 $^{\circ}$  negotiation

 $^{\circ}$  staff training

<sup>°</sup> handling documents

## PERSONAL BACKGROUND

<sup>°</sup> **Birthday:** - 1997-04-30