

# Faran Norris

## Details

19th Floor, Sadaf 2, Jumeirah  
Beach Residence  
+971 54 239 4231  
[farannorris58@gmail.com](mailto:farannorris58@gmail.com)

## Skills

Effective Time Management

Microsoft Office

Customer Service

Communication Skills

Decision Making

Problem Solving Skills

## Languages

English

Urdu

Punjabi

## Profile

I'm a results-driven Sales and Business Development Strategist with a proven track record of revenue growth. Leveraging my analytical skills and persuasive communication, I identify market trends and seize new business opportunities.

## Employment History

### Virtual Realtor, Round One Communications

JULY 2023 – DECEMBER 2023

- Worked as a Virtual Realtor for a real estate agency in Dubai.
- Identified and qualified prospects based on their interest and readiness to engage in real estate transactions.
- Conducted outbound cold calls to potential leads.
- Reached out to existing property owners in Dubai to assess their interest in selling or listing their properties.
- Cultivated relationships with property owners to generate exclusive seller leads and listings.
- Explained the various projects offered by our agency, including ready-to-move-in and off-plan developments.

### Senior Sales Executive, Global Bridge Communications, Lahore

MAY 2021 – MAY 2023

- Sold TV, Cable and Internet Services to AT&T, Spectrum and DirecTV clients in USA.
- Negotiated prices, terms of sale, and service agreements with clients to secure profitable contracts.
- Structured long-term fixed discounted plans and persuaded clients to make upfront payments to optimize revenue streams.

### Host, Gun Smoke, Lahore

JANUARY 2018 – FEBRUARY 2019

- Managed and maintained a clean and organized reception area.
- Handled incoming reservation requests.
- Collaborated with restaurant staff for seamless communication and coordination.

### Case Handler, BDS Law UK (Verifier), Lahore

MARCH 2016 – OCTOBER 2017

- Convinced clients with recent road traffic accidents to sign up with us.
- Educated them on the long-term implications of their injuries and potential compensation our firm can secure based on the severity of their injuries (both physical and psychological).
- Gathered essential details regarding the accident, as well as personal information & national insurance numbers; obtained verbal consent before connecting them to our firm's claim line in the UK.

## Education

### ACCA, SKANS School of Accountancy, Sialkot, Pakistan

2013

### A-Levels, St. Aidan's Church of England High School, Harrogate, UK

2006

### GCSEs, St. Aidan's Church of England High School, Harrogate, UK

2004