

# KHUSHBOO KUMARI

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Noida sector 110 SK 83B

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## PROFILE SUMMARY

Dynamic and detail-oriented Client Servicing professional with 1.5 years of experience in the real estate industry, delivering exceptional customer relationship management and driving client satisfaction. Proven track record of exceeding client expectations, enhancing brand loyalty, and streamlining service operations. A strategic thinker with strong leadership, communication, and problem-solving skills, aspiring to create long-term value for clients and businesses.

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## KEY SKILLS

- **Client Relationship Management:** Building and maintaining long-term client relationships to drive retention and satisfaction.
  - **Communication:** Adept at presenting ideas and collaborating across teams to meet client objectives.
  - **Project Management:** Skilled in planning and executing client deliverables within tight deadlines.
  - **Problem Solving:** Proactive in identifying issues and providing innovative solutions.
  - **Team Leadership:** Recognized for leadership abilities in driving high-performance teams.
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## PROFESSIONAL EXPERIENCE

### Client Servicing Associate

DEEPAK PROPERTIES | NOIDA | 6 April 2023- 30 October 2024

- Managed a portfolio of high-profile clients, fostering strong relationships to ensure repeat business and referrals.
  - Acted as the primary liaison between clients and internal teams, ensuring seamless communication and execution of service requirements.
  - Achieved a 25% increase in client satisfaction scores by streamlining service processes and addressing client pain points proactively.
  - Conducted regular client reviews and presented strategic recommendations, resulting in boost in revenue from upselling additional services.
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## EDUCATION

**Bachelor of Commerce (B.Com) | Shaheed Bhagat Singh College, Delhi University | 2021- 2024**

Achieved consistent academic performance while working part-time to support college fees.

**High School Diploma | S.S Public School    2018-2019    81%**

Nominated as Best Leader for exceptional academic and leadership qualities.

**Senior Secondary | S.S Public School    2020-2021    86%**

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## CERTIFICATION

One Year Diploma In Computer Automation And Publishing.

### **ACHIEVEMENTS**

Gold Medalist, Amity University: Recognized for academic excellence in post-graduate studies.

Best Leader Award Nomination: Honored during high school for exceptional organizational and interpersonal skills.

Successfully spearheaded a team of five for Science Exhibition, achieving First Position.

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### **EXTRA-CURRICULAR ACTIVITIES**

**Sports Enthusiast:** Represented Noida Educational Academy in Panchsheel Balak Inter College.

**Artist:** Exhibited artwork in Books For All community exhibitions, demonstrating creativity and attention to detail.

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### **INTEREST**

- Poem Writing,
- Reading Novels,
- Painting And Sports