

TANZEELA MUNIR

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EDUCATION-

University of the Punjab

Bachelor's (Environmental Sciences). GPA 3.60/4.00

Thesis title- [Prevalence of Musculoskeletal disorders due to poor ergonomic conditions at different urban and rural automobile workshops]

Lahore, Pakistan

2020-2024

Degree College For Women

F.Sc (Pre-medical). Grades = A+

Majors: Chemistry, Physics, Biology

Sharqpur, Pakistan

2017-2019

EXPERIENCE-

WaterSprint Limited.

Business Development Coordinator

Lahore, Pakistan

2025-Present

- Conducted in-depth market research to identify emerging opportunities, assess competitive landscapes, and inform decision-making. Built and nurtured strategic partnerships with stakeholders, clients, and vendors to expand the business network and leverage synergies.
- Collaborated with sales teams to develop targeted approaches, improve lead generation, and close high-value deals.
- Prepared and delivered compelling business proposals (EOI's, RFP's etc) and pitches tailored to client needs and organizational goals.
- Identified new markets, products, and services to diversify revenue streams and enhance competitive positioning.
- Worked with marketing, product development, and operational teams to align strategies with business objectives.
- Maintained strong relationships with existing clients to ensure satisfaction and foster loyalty.
- Mentored junior team members and coordinated efforts across departments to achieve strategic objective

DigiEvolve

Account Executive | MID

Lahore, Pakistan

2025-Present

- Engaged with healthcare providers penalized by Medicare CMS, educating them on reporting requirements and compliance strategies
- Advising them on the best reporting methods tailored to their specific scope of practice to help mitigate penalties
- Building relationships with providers, offering strategic solutions while identifying potential business opportunities for long term

US Based Outbound Campaigns

Sales Executive

Lahore Pakistan

2022-2023

- Handled 300+ customers interactions per week, giving detailed, personalized, friendly and polite service to ensure customer retention and satisfaction.
- Memorized all company products and services to be able to answer customer questions quickly and efficiently and increase upsells.
- Collect source data such as customer names, addresses, phone numbers for over 1000+ customers and enter data into Excel
- Trained 2 new employees in customer service script recitation, customer handling and data entry practices.

Certificate

- Essentials of Industrial Health & Safety Training Course
Key Subjects:

6th Dec 2023

- Fire Safety
- Risk Assessment
- Cardio-pulmonary Resuscitation (CPR)

SKILLS & INTERESTS-

- Have excellent Emotional intelligence skills and have problem solving and excellent analytical skills.
- Have excellent communication skills.
- Skilled in Microsoft Word and power point (MS Office)
- Abilities in English and logical thinking and strong sense of teamwork.
- Considered oneself as a creative thinker as well and an organizer.
- Have experience in organizing events and successfully conducting them.
- Can easily and fluently use social media.
- Interested in expanding field related knowledge to work for the betterment of the society.
- Have good Negotiation skills