

RESUME

Name: Astuti Ningsih

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Profile

A motivated individual with experience in retail and beauty advisory roles. Possesses strong communication skills and a keen interest in freelance work such as virtual assistance and translation. Able to work independently and in a team, with a focus on achieving targets and delivering excellent customer service.

Work Experience

Staff – Hypermart

- Provided excellent customer service
- Managed product displays and stock
- Assisted daily store operations

Sales Promotion Girl (SPG) – The Tempo Group

- Promoted products to customers
- Achieved sales targets
- Delivered detailed product information

Beauty Advisor – Mavala

- Provided beauty consultations
- Recommended suitable products
- Increased product sales

Beauty Advisor – Sally Hansen

- Educated customers about products
- Demonstrated product usage
- Maintained good customer relationships

Freelance

- Completed various freelance tasks
- Basic experience in translation

Skills

- Translation (Indonesian ↔ English)
- Communication skills
- Customer service
- Basic sales & marketing
- Adaptability and fast learning