

Personal Information

Esha Butt

Address: Ali Chowk, Badami Bagh, Lahore, Pakistan

Telephone: +92 320 4600761 / +92 322 9583848

E-mail: esha9649@gmail.com

Nationality: Pakistani

Gender: Female

Work Experience

Jun 2025 – Oct 2025

Sales Executive – Safiya Home

Managed customer interactions, supported sales operations, and maintained client follow ups

2024-2025

Counselor – Education Consultancy

Converted leads into successful admissions. Built trust through clear guidance and expert knowledge.

2023 – 2024

Administrative Assistant – Bold Brain

Streamlined application files and maintained client documentation.

Education and Training

2020 – 2024

Bachelor of Science in Psychology – University of Punjab, Lahore

2017 – 2019

Intermediate (Pre-Medical) – Govt. Girls College, Lahore

2015 – 2017

Matriculation (Science) – Private High School, Lahore

Personal Skills

Languages: Fluent in Urdu, Conversational in English, Basic Chinese

Digital: CRM Software, Microsoft Office Suite, Remote Collaboration Tools

Core Strengths: Empathy, Clear Communication, Goal Orientation, Multitasking

Certificates

2024 – Mental Health Workshops (Depression, Anxiety, EI, Suicide Prevention)

2023 – Environmental Psychology – Fatima Jinnah College

2018 – Green & Clean Pakistan Initiative