

AMINA JARMOUNI

**\*\*Commercial & Business Development Professional\*\***

Casablanca, Morocco

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PROFESSIONAL SUMMARY

Trilingual commercial professional with over 5 years of experience in wholesale clothing, real estate, and industrial product distribution. Proven expertise in international client management, order processing, and business development. Significant experience in Turkish and Moroccan markets, with strong adaptability to multicultural environments.

KEY SKILLS

Business development and customer relationship management

Sales negotiation and closing

International order processing and tracking

Product marketing and presentation

Cross-cultural communication

Fluency in three languages (Arabic, French, English)

PROFESSIONAL EXPERIENCE

Commercial Representative

**\*\*Pansy Haute Couture\*\*** | Istanbul, Turkey | 2023 - 2024

**\*Wholesale Clothing Export Company\***

- Developed and maintained an international client portfolio, contributing to a 15% increase in sales

- Presented new collections to potential clients through digital media and in-person meetings
- Managed the complete order process, from initial negotiation to final shipment
- Coordinated with logistics services to ensure timely delivery of orders

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## Commercial Representative

**\*\*Istanbul Fashion Center\*\*** | Istanbul, Turkey | 2021 - 2022

**\*Wholesale Clothing Export Company\***

- Prospected and acquired new clients across different international markets
- Communicated regularly with clients to present new models and collections
- Processed orders and coordinated international shipments
- Resolved order-related issues and maintained a high customer satisfaction rate

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## Commercial Assistant

**\*\*AKOS HOLDING\*\*** | Casablanca, Morocco | 2019 - 2020

**\*Real Estate Development Company\***

- Assisted the marketing team in developing and implementing promotional strategies
- Supervised sales offices and ensured compliance with commercial procedures
- Monitored construction projects in collaboration with architects
- Prepared weekly reports on sales progress and project advancement

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## Real Estate Sales Representative

**\*\*DIYAR DAKHAMA\*\*** | Casablanca, Morocco | 2019

**\*Real Estate Development Company\***

- Welcomed and advised potential clients on real estate offerings
- Presented features and benefits of properties
- Established and maintained lasting relationships with clients
- Finalized real estate transactions and provided after-sales follow-up

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Commercial and Technical Assistant

**\*\*ABDL INDUSTRIE\*\*** | Casablanca, Morocco | 2016 - 2018

**\*Import and Marketing Company for Industrial Products\***

- Prepared commercial offers tailored to specific client needs
- Managed order processing from receipt to delivery
- Coordinated deliveries with the logistics department
- Implemented customer loyalty strategies that increased retention rate by 20%
- Supervised inventory management and optimized stock levels

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Accounting Assistant Intern

**\*\*ABDL INDUSTRIE\*\*** | Casablanca, Morocco | 2015

**\*2-month internship\***

- Assisted the accounting team in managing invoices and payments
- Participated in reconciling customer and supplier accounts
- Contributed to the preparation of monthly financial reports

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## Intern

**\*\*WAFA Insurance\*\*** | Casablanca, Morocco | 2014

**\*1-month internship at headquarters\***

- Gained understanding of the insurance sector
- Assisted teams with various administrative tasks
- Observed customer service processes and policy management

## EDUCATION

Bachelor's Degree in Economics & Management | 2015 - 2016

Faculty of Legal, Economic and Social Sciences Aïn Sebaâ

Casablanca, Morocco

Associate Degree in Economics & Management | 2014 - 2015

Faculty of Legal, Economic and Social Sciences Aïn Sebaâ

Casablanca, Morocco

High School Diploma in Physical Sciences with honors | 2012 - 2013

Casablanca, Morocco

English Communication Training | 2016 - 2017

International House Institute

Casablanca, Morocco

## LANGUAGES

**\*\*Arabic\*\***: Native

**\*\*French\*\***: Fluent (written and spoken)

**\*\*English\*\***: Fluent (written and spoken)

## ADDITIONAL SKILLS

Driver's license (obtained in 2017)

Proficiency in office software tools

Adaptability to multicultural environments

## INTERESTS

International cuisine

Commercial technologies and innovations