

Komal Chauhan

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PROFESSIONAL SUMMARY

To seek and maintain full-time position that offers professional challenges utilizing interpersonal skills, excellent time management and problem-solving skills.

SKILLS

- Cross-cultural communication
- Document Verification
- Application processing
- Application Review
- Strong analytical skills
- Customer Service Management
- Administrative Management
- Service Promotion
- Client Relationship Building
- Skin-tone management
- Makeovers
- Air-brushing application

WORK HISTORY

SAI OVERSEAS EDUCATIONAL SYSTEM | 07/2023 to Current

Filling Department Officer (FDO) - Jalandhar

- Oversaw regulatory compliance efforts, mitigating risk exposure across all aspects of international business operations.
- Increased international sales by establishing and maintaining strong relationships with distributors and clients.
- Empowered staff through leadership development programs, fostering an environment of growth and continuous improvement.
- Developed high-performing teams, providing ongoing training and mentorship to improve performance.

SENIOR MAKEUP ARTIST | 10/2021 to 07/2023

Maquillage By Deepika Verma - Jalandhar

- Worked closely with fellow Makeup Artists to share knowledge, elevating overall team expertise in various techniques.
- Advised clients on proper skincare routines, promoting healthy skin as the foundation for flawless makeup application.
- Increased customer loyalty through exceptional service and tailored makeup applications.
- Enhanced client satisfaction by providing personalized makeup consultations and product recommendations.

MAKEUP ARTIST | 09/2019 to 08/2021

Tania Makeup Artist - Jalandhar, India

- Guided clients through pre-event trials to determine optimal color palettes and styles that complement their individual aesthetic preferences.
- Developed strong relationships with vendors in the industry, securing competitive pricing on high-quality products for the studio's inventory.
- Conducted makeup workshops and demonstrations, educating clients on current trends and techniques.

- Established rapport with clients by attentively listening to their needs and preferences, cultivating repeat business.
- Provided top-notch customer service while skillfully applying airbrush makeup for seamless finishes on various skin types.
- Contributed to increased sales of beauty products by demonstrating their benefits during makeover sessions.
- Increased customer loyalty through exceptional service and tailored makeup applications.
- Developed customized makeup plans for bridal parties, contributing to memorable wedding experiences.
- Advised clients on proper skincare routines, promoting healthy skin as the foundation for flawless makeup application.

MARKETING SUPERVISOR | 06/2018 to 09/2019

Dainik Savera Times - Jalandhar, India

- Streamlined internal communication processes, fostering collaboration across departments in support of marketing goals.
- Trained junior team members in best practices for content creation, SEO optimization, and data analysis techniques.
- Fostered lasting partnerships with complementary businesses for cross-promotional efforts that expanded reach without increasing costs.
- Boosted brand awareness by developing and implementing strategic marketing campaigns.
- Increased lead generation through targeted email marketing and social media advertising.
- Organized promotional events such as product demonstrations or sponsorships, increasing brand recognition within target markets.

EDUCATION

New Image Institute - Jalandhar

Oak Saloon Academy - Jalandhar, India | High School Diploma
10/2019

GNDU Regional Campus - Jalandhar | Associate of Arts
Arts, 04/2018

LANGUAGES

English

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Native or Bilingual

Punjabi

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Native or Bilingual

Hindi

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Native or Bilingual