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| **First Name of Application CV No 1623654**  Whatsapp Mobile: +971504753686  New_logo.gif  To get contact details of this candidate Purchase our CV Database Access on this link.  <http://www.gulfjobseeker.com/employer/services/buycvdatabase.php> |  |
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**OBJECTIVES:**

* To get the job.
* To work with a prestigious company with utmost dedication, wherein I can utilized my skills and work experience.
* To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.
* Create integrated strategies to develop and expand existing customer sales and brand/product evolution.

**Key Skills**

* Strong two-year background successful managing organizations to achieve business goals.
* Fluency in English and technically proficient in MS word, Excel, and PowerPoint.
* Excellent in office works with excellent communication skills and ability to interact effectively with personnel at all levels.
* Superb leadership, interpersonal, planning and communication abilities. Great people and sales skills.

WORK EXPERIENCE

* **NEW CITY COMMERCIAL CENTER (***July 2014 – October 2015)*

OFFICE CLERK

* Responsible in assisting customers, ensures customer service satisfaction.
* *Primary Responsibility*
* Develop relationship between customer and employee
* Responsible on assisting customer on the field of export and import processing.
* Identify, develop and execute communications between the employee and costumer.
* Responsible in doing office works and paper processing.
* **Shoe Mart Davao** *( December 2013 – June 2014)*

CUSTOMER SERVICE REPRESENTATIVE

* Responsible on addressing customer concerns.

*Primary Responsibility*

* Ticketing and promotions.
* Deliver information to the customer by educating on the service or the product they are getting.
* Coordinate flow of information and communication and disseminate it according to plan/strategy.
* Ensure that conversation is supportive and consistent with marketing strategies.

- Identify, develop and apply strategic marketing ideas.

**Academic Background**

Bachelor of Science in Customs Administration

Holy Cross of Davao College

Sta Ana Ave. Davao City