**Kibreab**

**KEYWORD:** Sales representative.

**Career Objective**

In search of new challenges in order to build my career, I possess a complete dedication and excellent skills that assist me in exploiting my specialized experience. I aspire to be granted a position in your honored organization where I can present my quality job and the communication skills that are vital in attaining an organization’s goals; to be part of a vibrant work environment with growth potential where I can serve with full commitment and sincerity.

First name kibreab

Nationality Eritrean

Date of birth July 05 1991

Gender male

Marital status single

***Work Experience***

**Date** from march 2015-feburary 2016

**Occupation** Sales Associate

**Name of sector or employer** Winttana boutique Khartoum, Sudan

**Date** from May 2014-february 2015

**Occupation** Sales Associate

**Name of sector or employer** Zara boutique Asmara, Eritrea

**Dates** from January 2013-may 2014

**Occupation** sales associate

**Name of sector or employer** Liya electronics Asmara, Eritrea

**Dates** September 20010– January 2012

**Occupation or position held** Teacher (basic computer)

**Name of sector or employer** Ministry of defense Asmara, Eritrea

**Responsibility**

* Prepares purchase orders by verifying specifications and price; boating recommendations from suppliers for substitute items; obtaining from requisitioning department
* Keeps information accessible by sorting and filling documents
* Provides purchasing planning and control information by collecting, and analyzing summarizing data and trends
* Ensure that each customer receive an outstanding service by providing a friendly environment, which includes greeting and acknowledging every customer.
* Established repeat(regular)customers, and offered special incentive
* Responsible for division sales
* Merchandising new stock to the sales floor.
* Make sure product availability.
* Developing other sales strategies to make more sales
* Planning and organizing promotions and advertising to increase sales
* Getting the feed backs from customers about the standards of the customer care they get

**Key skills and expertise**

* Experience in customer care, interacting with all customers and colleagues well
* Excellent problem-solving skills, and a diligent follower of policies & procedures
* Able to work productively and instinctively with good initiative
* Reliable, trustworthy and an excellent understanding of information and confidentiality
* Confident in communicating and presenting at all levels
* Ability to seek advice regarding finance/mortgage to ensure the customer receives the best service
* Experienced at working under pressure, remaining calm and professional at all times.

**Education and Training**

**Dates** 20013-2014

**Title of qualification awarded** Computer maintenace

**Name of Organization**  College of Ministry of Defense, Asmara, Eritrea

**Dates** 2012-2013

**Title of qualification awarded** Basic Computer and Graphics)

**Name of organization** College of Ministry of Defense, Asmara, Eritrea.

**Dates**  2008-2012

**Title of qualification awarded** BA in applied mathematics

**Name of Organization**  Discovery Computer Center Asmara, Eritrea

**Dates**  1997-2007

**Title of qualification awarded** Elementary , junior & high school completion

**Name of Organization**  dogoli Elementary junio r& harnet Secondary school, Asmara, Eritrea.

**Computer skills & competences** MS Office Word/ MS Office Excel/ MS Office PowerPoint

**Language Skills Reading Writing Speaking Listening**

English Excellent Excellent Excellent Excellent

Tigrigna Excellent Excellent Excellent Excellent

Amharic Excellent Excellent Excellent Excellent

***Other skills***

Driving license grade 2

***INTEREST AND HOBBIES***

reading. Listening music, watching movies and football.

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