**First Name of Application CV No:** **1705440**

Whatsapp Mobile: +971504753686



**CAREER OBJECTIVE**

To seek a position that demands the utilization of the knowledge and skills learned in the field of Marketing Management and which will allow me to grow professionally.

 **WORK EXPERIENCE**

* **Logistics Staff –** I handled and processed shipping documents and communicate to logistics service representatives for shipping details of both airfreight and sea freight export shipments. I also prepares sales invoice and issued them to customers. Another, I handled some customers from other countries like Malaysia, India and Indonesia. I am the one who managed their orders which I communicate also on the forwarder regarding o their shipments.

**Takata(Philippines) Corporation,**

**Automotive and Accessories Industry**

**Logistics Department**

, Philippines

October 2014 – March 2016

* **On-the-Job Training: Marketing staff –** My responsibilities as an intern are to market our sales which are how we can sell our internets how people will register in our promos. Also encoding the application forms answering some concerns on the telephone.

**Distance Telephone Company**

**Channel Sales Department**

November 2012 – March 2013

* **Customer Service Specialist-** I monitored the sales of the company which I always report to my Manager. Also I create the quotation of the customers request. Another answer emails and calls of the customer.

**NUPON TECHNOLOGY PHILIPPHINES**

**Customer Sales Department**

March-June 2013

* **Inventory Control Assistant-** As an assistant my responsibilities was control stocks received deliveries.

Also I do cashier. Reports of our stock monitor our stocks.

**ABENSON VENTURES INC. (MAKILING BRANCH)**

**Operation Department**

October 2014 – April 2015

**PERSONAL INFORMATION**

Age : 23

Gender : Female

Civil Status : Single

Nationality : Filipino

Language : English/Tagalog

Religion : Roman Catholic

**SKILLS**

* Logistics
* Supply Chain Management
* Inventory Management
* Warehouse Management
* Quality Control
* Operations Research
* Sales
* Production Planning & Control
* Process Improvement
* Marketing Management
* Computer skills: Microsoft Office, Excel, Power point QAD system.

**EDUCATIONAL BACKGROUND**

**TERTIARY:**

**BS Business Administration Major in**

**Marketing Management**Lyceum of the Philippines University Batangas

Philippines

SY 2009 – 2013

**SECONDARY:**

Manuel S. Everga University Foundation Candelaria Inc.

Quezon, Philippines

Year Graduated: 2009

**ELEMENTARY:**

San Isidro Candelaria Elementary School

Brgy. San Isidro Candelaria Quezon, Philippines

Year Graduated: 2005

* **Junior Marketing Association**
* **National Youth Commission - Member (2012)**

**AFFILIATIONS AND ORGANIZATIONS**