Regina

**OBJECTIVES:** To seek for advancement, opportunity and challenging position that offers long term employment with challenging and rewarding career experience that promotes career development and personal growth.To improved my skills when it comes on admin woks.

**QUALIFICATION AND SKILLS:**

* Five years experience as a sales person/ merchandiser/promoter.
* Five years experienced as a customer service/ cashier/ receptionist
* Two years experienced as a secretary.
* Strong communication & interpersonal skills
* Organized and self driven.
* Knowledge about retail and warehouse operations.
* Knowledge in Microsoft office, word and excel.
* Hard working and fast learner.
* Highly motivated, flexible and innovative.
* Understand and follow oral/written policies, procedures and instruction.
* Willing to work under pressure.

**JOB EXPERIENCE:**

**SALES REPRESENTATIVE Nutrition Zone**

 **Dubai UAE**

 **June 2015 up tp present**

* Selling all kinds of Nutrition products like for gym, slimming, pharmaceutical supply and products.
* Receive, check, and shelve merchandise, keep store clean and uncluttered, Complete customer transactions using POS register system
* Perform register store open/close functions and bank deposits
* Worked closely with new customers to help them understand the importance of supplements.
* Merchandise new/renovation shop in UAE.

**SALES EXECUTIVE Holland and Barrett**

 **Dubai UAE**

 **December 2014 to May 2015**

* Answer product based questions using knowledge from Holland and Barrett training, merchandising bulletins, and other Company approved information
* Sell merchandise and interact with customers according to Holland and barrett standards
* Receive, check, and shelve merchandise; keep store clean and uncluttered
* Complete customer transactions using POS register system
* Perform register store open/close functions and bank deposits
* Attending seminars and events regarding for Nutrition
* Assist and guide customer for the products that is fits to their needs
* Worked closely with new customers to help them understand the importance of supplements.

**SALES EXECUTIVE Al Abraj Medical Services LLC**

 **Dubai, UAE**

 **September 2012 to October 2014**

* Selling all kinds of Nutrition products like for gym, slimming, pharmaceutical supply and products.
* Handling outlet malls and pharmacy all over the UAE ( Planet Nutrition, Life Pharmacy, Nutrition Zone, Al Manara Pharmacy, GMC Ajman nutrition Pharmacy )
* providing specialist advice and resources to other agencies, such as schools and local communities;
* ensuring that work is underpinned by sound, up-to-date knowledge of health promotion theory and making sure that projects are based on evidence of effectiveness;
* developing the health awareness of individuals, groups and organization’s and empowering them to make healthy choices;
* Attending seminars and events regarding for Nutrition
* Assist and guide customer for the products that is fits to their needs

**SALES ASSOCIATE Galleries Lafayette (French Department Store) LLC.**

 **Dubai Mall,UAE**

 **August 2010-September 2012**

* Sells High-end brands home collection (Deshoulires, Ercui Raynaud) and other well known brands.
* Ensures the customer needs and satisfaction.
* Provide excellent customer service at all times.
* Replenishment of the stocks and maintain display areas.
* Check and order stocks.
* Knowledge about the products.
* Promotes our products to prospective customers.
* Reaching the daily and monthly target sales.

 **Nurse Kims Sun City Medical Center**

 **Jubail, Saudi Arabia, KSA**

 **February 2008-April 2010**

* Preparing all the equipment’s needed for the operation
* Reporting any health issues to the supervising nurse.
* Taking care of a resident’s personal hygiene, including bed bath, shaving, nail care etc.
* Setting up of meal trays, and documenting food / fluid intake.
* Serving nutritional supplements.
* Bringing the resident to the therapy area.
* turning or positioning patient to help prevent bed sores
* cleaning and dressing

**PERSONAL PROFILE**

**Age:** 33 years old

**Height:** 5’3 ft.

**Religion:** Christian

**Nationality:** Filipino

**Birthdate:** February 14, 1983

**Educational attainment:** vocational

**Course:** Care Giver

**School: City Colleges of Urdaneta (CCU) into a university.**

**Collage: University of Batangas (Undergraduate) Civil Engineering**

**Job Seeker First Name / CV No: 1766298**

[Click to send CV No & get contact details of candidate](http://www.gulfjobseeker.com/feedback/submit_fb_em.php)

 