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##### Mr. Sadoguio

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**OBJECTIVE:**

To find a responsible and gainful employment that will use my education, qualifications and skills, very highly motivated person and offers opportunity for professional growth and advancement.

**HIGHLIGHTS OF QUALIFICATION:**

* Can adapt to any change in the field of work
* Friendly and easy to work with
* Hardworking and Honest
* Computer Literate Microsoft Office, Excel, Power Point etc.

**WORKING EXPERIENCE:**

* **SM Corporation**

**Sales Consultant**

(April 2013- October 2013)

* Welcome customers and treat them well.
* Give customers good Customer Service.
* Maintains security by following procedures; monitoring logbook; every time.
* Maintains Customer Service Skills: The customer is always right. You will need to be able speak in a friendly way to customers and potential customers, listening to their needs and helping communicate options for them.
* Communication Skills: You will need to speak to customers about a product's different features, and answer any questions they might have.
* Flexibility: You might have to work long hours, nights or weekends.
* Persistence: Not every customer is going to be a sale. Being able to bounce back if you lose a sale will be key for this job.
* Safe and clean reception area by complying with procedures, rules, and regulations.
* **Jag Lee Apparel**

**Stock Man / Stock Clerk**

(February 2014 – February 2015)

* Accept delivered packages and ensure proper amount is inside.
* Unload merchandise.
* Mark items with identifying codes, such as price, stock, or inventory control codes.
* Stock shelves with unpacked items.
* Ensure label is clear and visible.
* Help customers fill orders.
* Complete customers mail, Web, and phone orders by retrieving the ordered merchandise.
* Compute price of merchandise.
* Keep records of sale.
* Prepare merchandise for shipment.
* Replenish inventory.
* Ensure customer received product.
* Replace damaged or missing products.
* Operate forklift to lift or place merchandise.
* Work with salespeople on inventory and orders.
* **Be Connected Management ( Bench )**

Sales Consultant

(March 2015- March 2016)

* Welcome customers and treat them well.
* Give customers good Customer Service.
* Maintains security by following procedures, monitoring logbook every time
* Contributes to team effort by accomplishing related results as needed
* Resolves customer complaints by investigating problems; developing solutions; preparing reports; making recommendations to management.
* Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
* **SSI (Store Specialist Inc.)**

**Stock Man / Stock Clerk**

(April 2016- October 2016)

* Accept delivered packages and ensure proper amount is inside.
* Unload merchandise.
* Mark items with identifying codes, such as price, stock, or inventory control codes.
* Stock shelves with unpacked items.
* Ensure label is clear and visible.
* Help customers fill orders.
* Complete customers mail, Web, and phone orders by retrieving the ordered merchandise.
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* Replace damaged or missing products.
* Operate forklift to lift or place merchandise.
* Work with salespeople on inventory and orders.

**SEMINAR ATTENDED (TRAINING)**

* SEAFARERS IDENTIFICATION AND RECORD BOOK ( SEAMANS BOOK )
* BASIC TRAINING ( SOLAS )
* MESSMAN COURSE ( MESSMAN/STEWARD )
* NATIONAL CERTIFICATE 1 ( NC1 IN SHIPS CATERING SERVICES )
* PROFICIENCY IN SURVIVAL CRAFT AND RESCUE BOATS ( PSCRB )
* ENGINEERING WATCH ( ENGINE WATCH )
* BASIC TRAINING FOR OIL AND CHEMICAL TANKER CARGO OPERATIONS ( BTOC )
* BASIC TRAINING FOR LIQUEFIED GAS TANKER CARGO OPERATIONS ( BTLGT )
* SHIP SECURITY AWARENESS TRAINING AND SEAFARERS WITH DESIGNATED SECURITY DUTIES ( SDSD )
* CONSOLIDATED MARPOL 73/78 COURSE ( MARINE POLLUTION )
* CROWD AND CRISIS MANAGEMENT OF PERSONNEL SERVING ON BOARD DOMESTIC RORO / PASSENGER / CARGO PASSENGER SHIPS

**EDUCATIONAL BACKGROUND:**

**Tertiary**: Naval State University (NSU)

Bachelor of Science in Marine Engineering (2011-2013)

**Secondary**: Pinagbuhatan High School-(2006-2010)

**Primary**: Nagpayong Elementary School-(2001-2006)

## PERSONAL BACKGROUND:

**Birth date :** May 06 1994

**Birth place :** Sta Mesa Manila

**Civil Status :** Single

**Age :** 22

**Nationality :** Filipino

**Sex :** Male

**Religion :** Roman Catholic

**Languages Spoken :** Filipino and English

I hereby certified that the above information is true and correct to the best of my knowledge and belief.