**CARISSA**

Carissa.332576@2freemail.com

**Personal Summary**

A self-motivated, results-driven salesperson having excellent communication skills, deep understanding of customer needs, and utilizes effective sales methodologies acquired through extensive experience in the retail sector.

Currently looking for an opportunity to work with a stable, culturally diverse, and constantly growing institution to employ skills as a well-rounded salesperson for the benefit of the company.

**Employment History**

***Executive Optical (EO)***

*SM City Fairview, Quezon City, Philippines*

*SM City Valenzuela, Philippines*

Sales Staff - August 2011 to February 2014

Duties and Responsibilities

* Assisting customers and patients in identifying and choosing the right products and services specific to their needs
* Served as cashier - receiving incoming sales transactions (cash or card) and handling of in-store petty cash
* Encoding and updating of previous and recent patient information using proprietary company software
* Served as stock clerk - monitors in-store product inventory, oversees product deliveries, handles mall delivery permits.

***George Optical***

*SM City North EDSA, Quezon City, Philippines*

Optical Consultant - January to April 2015

Duties and Responsibilities

* Provides sales consultancy services to walk-in customers and patients
* Oversees sales transactions (cash or card) as cashier
* Handles updating and encoding of patient records

***Shapes (Apparel)***

*SM City Fairview, Quezon City, Philippines*

*Sales Staff - January to June 2011*

***Asia Weinet (Online Gaming)***

*Makati City, Philippines*

*Pitboss/Casino Supervisor (May 2015 to December 2016)*

**Education**

**STI College Fairview**

Bachelor of Science in Business Management Major in Operations - 2011 to 2013\*

\*Undergraduate 2nd Year, 2nd Semester

**F.G Calderon Integrated High School**

Manila Philippines (2006-2010)

**Lapu-Lapu Elementary School**

Manila Philippines (2000-2006)

**Skills**

* MS Office Suite (Excel, Word, Powerpoint, Outlook)
* Operates Automatic Refractometer

**Languages**

•English

•Filipino

**Personal Information**

Date of Birth:

Nationality:

Civil Status:

February 26,1993

Filipino

Single

Visa Status:

Tourist (valid until March 2017)