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**GERALDINE**

[**GERALDINE.337431@2freemail.com**](mailto:GERALDINE.337431@2freemail.com)

**CAREER OBJECTIVES**

Seeking for a job that will gives me the opportunity to contribute my skills and my knowledge that I learned this past few years.Jobs were I can explore myself and brings out the best of me.My major objectives are career advancement and personal development , to develop into well-rounded employee of the company and fully perform my skills efficiently and effectively.

**EMPLOYMENT HISTORY**

**SALES REPRESENTATIVE**

**Shoes department/ Bazaar trading – al whada street,sharjah UAE**

January 2015 – January 2017

Welcome customers by greeting them.

Assisting customer needs, giving advice and guidance on the product selection.

Set up display cases and determine seasonal trends and adjust display as needed.

Ensuring pricing is correct and checking damages of the items.

**SALES REPRESENTATIVE**

**SHOEMART/SM MALL OF ASIA-MOA**

**March 2010-September 2014**

Welcome customers by greeting them .Assisting customer .

Ensuring product availability in stores at all times.

Stock rotation and maintain cleanliness of the area.

Responsible for stock arrangement and replenishment of display.

Monitoring stock and check damages and take the necessary action as per company.

**SALES REPRESENTATIVE**

**ROBINSON PLACE MANILA,PHILIPPINES**

**January to September 2009**

Promotes high quality brand.

Maintains high standards visual merchandising housekeeping in terms of cleanliness display and stock.

Achieves the sales target using advance sales techniques and product knowledge.

Setting up and arranging display and demonstration areas to attract the attention of prospective customers.

**EDUCATIONAL BACKGROUND**

Bula national School of Fisheries

Diploma of Fisheries Technology

Bula,General Santos City Philippines

Major in food processing as a quality control.

**ON THE JOB TRAINING**

**QUALITY CONTROL**

**BUREU OF FISHERIES AND AQUATIC RESOURECES**

**November 2002- September 2003**

Handling proper hygiene of the workers and checking sanitation of the plantation.

Control proper handling of product before process.

Releasing of license vessels of fishery boat and license ID’s of fisherman.

Daily meeting with plant manager and supervisors regarding the feedback of the products and the customers.

Updating daily monitoring report every hour and daily.

**PROFESSIONAL SKILLS:**

Computer literate MS Word

Good verbal and written communication skill.

Negotiation skills to deal with different kinds of customers.

Able to manage multi-task in pressured environment.

Self-motavated and flexible to work with negligible supervision.

**PERSONAL PROFILE**

**Civil status**: Single

**Nationality**: Filipino

**Language:**Tagalo and fluent in English

**DECLARATION**

**I hereby declare that the information given above is true in thhe best of my knowledge and belief.**