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JulClark

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**JOB OBJECTIVE**

To effectively utilize my skills and knowledge in customer service and be globally competitive for the benefit of both self and the organization.

**SUMMARY OF QUALIFICATIONS**

An industrious, versatile, highly-motivated and goal-oriented individual and a graduate of a reputable College with good academic performance and records. Possess a good moral character and personality.

**KEY SKILLS AND COMPETENCIES**

* Customer service relations
* Proficient in the use of MS Office
* Flexible and easily adapts to new environment and high volume workload and manage expectations on tight deadlines
* Philippines Driving License M02-06-002265

**PERSONAL BACKGROUND**

**Birthdate:** November 28, 1985

**Birthplace:** Bliss Village Upper Hinaplanon, Iligan City (Philippines)

**Age:** 31 years old

**Sex:**  Male

**Civil Status:** Single

**Nationality:** Filipino

**Height:** 5”6

**Weight:** 150 lbs/68 kls

**EDUCATIONAL ATTAINMENT**

**Tertiary Education** Lyceum of Iligan Foundation SY 2009-2010

Bachelor of Science in Customs

Administration, Corpus Christi Village

Iligan City Philippines

**Secondary Education** St. Michael’s College SY 2002-2003

San Miguel Village, Iligan City

Philippines

**Elementary Education** Iligan City East Central School SY 1998-1999

Tambo, Iligan City, Philippines

**PROFESSIONAL WORK EXPERIENCES**

**Kia Gateway Motors**

**June 2014- January 2017**

**Sales Executive**

* **Studying and understanding car features and capabilities, also comparing competitive models.**
* **Develop buyers by keeping good rapport with previous and new customers.**
* **Overcoming objection when closing sales. Completing sales and purchase contracts; offer services, warranties and financing, collect payment.**
* **Ensure that customers understands the vehicle’s operating features.**
* **Review sales statistics and plan more effectively to improve sales.**

**Checktrade Pharmaceutical**

**March 2013- April 2014**

**Professional Medical Sales Representative**

* Making presentations to doctors, practice staff and nurses in hospital doctors and pharmacists in the retail sector. Presentations may take place in medical settings during the day, or may be conducted in the evenings at a local hotel or conference venue.
* Organizing conferences for doctors and other medical staff.
* Building and maintaining positive working relationships with medical staff and supporting administrative staff.
* Planning work schedules and weekly and monthly timetables. This may involve working with the area sales team or discussing future targets with the area sales manager. Generally, medical sales executives have their own regional area of responsibility and plan how and when to target health profession.

**Planet Mobile Business Club**

**April 2012- February 2013**

**Business Development Entrepreneur**

* Develop and offer a client the highest quality of company’s product.
* Establish and expand the business in earning more profits.
* Increased employment of workers.
* Negotiate and closes business deals.