**Ngwenyi**

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**ENGLISH AND FRENCH**

**VISIT VISA**

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**Sales Executive With 4+ Years Of IndustryExperience**

Meeting sales targets, Objective, Sales Oriented, Answering Phone, POS System, F&B Service, PaymentCollection

**PROFILE IN SALES**.

Results oriented sales executive with exposure to business development, marketing and strategicplanning, client management and customer service. Proven success in Sales targets with and updated data base, skilledin improving customer retention in the competitive Fashion and retail market. Exceptional leadership abilitiesand team work fluent in threelanguages.

**Stunning Appearance (Sales Executive Dubai) Sep 2014 –2017**

**Responsible for completion of sales process from initial customer service to cash counter operations.**

* Communicate sales service experience in a retail environment to new stafforientations.
* Explain the features, advantages and benefits of company products to customers.
* Communicating professionally with management at a sustained pace and produce qualitywork.
* Make sure staff takes ownership of problems dependable andtrustworthy.
* Working late nights, overtime and weekends to making sure BOH is ready for incomingstock.

**Glo- Tech Cameroon (Sales Associate) JULY 2012-JUNE 2014**

* Participate in sale functions both on the shop floor and the BOH customer delivery andrepairs
* Responding quickly and resourcefully to customer requests with a suggestive sellingtechniques.
* Giving information to customers about products, on POS accurately closingtransactions
* Carrying out re-merchandising, receiving store deliveries, displays, price markdownsduties
* Taking care of the customers' needs while following companyprocedures.
* Executing marketing and visual merchandising initiative by giving suggestions to theVM
* Occasionally opening and closing the store and assist security ininvestigations

**CUSTOMER SERVICE**

* Play a major role in increasing retention customer data base as well assatisfaction.
* Handle client relationship management including stock accountability during stockchecks
* Cultivate a lasting comfortable an enduring relationship with customers assisting in other needslike having taxi and other necessarycalls.

**PROFILE IN HOSPITALITY**

**Waitress / Hostess AKWA PALACE Hotel Cameroon Restaurant: Part-time 2011-2012**

* Welcome customers as they arrive and ask for seatingpreferences
* Seat customers and offer welcome drinks andmenu
* Take food and beverage orders and communicate to thekitchen
* Ensure order delivery to the table in a timelymanner
* Ensure quantity, quality and accuracy oforder
* Set up food stations and tables as directed, Mix and serve drinks asdirected
* Clean tables and ensure that they are bussedappropriately

**SelectedAccomplishments**

Table Preparation/Cleaning Writing/Taking Orders- Menu Recommendation, Sanitation, BillGeneration

**KEY AREA OF EXPERTISE**

* multitask, sales and business management oriented.
* Store Operations ,Front-end operations andMerchandising
* Retail operating standards Ability to understand and follow food sanitation and safetyprotocols
* Deep understanding of operating food serviceequipment
* Working knowledge of housekeeping procedures High degree of personalcleanliness

**EDUCATION**

* National Diploma in Business Management Politechnique Bambui
* Diploma In Nutrition And Food Management FONAPBambili
* Advance level certificate - Presbyterian secondary school
* Ordinary levels certificate -Presbyterian secondary school

**SKILLS SET**

* **Computer**:

MSOfficePackage(Word,Excel,PowerPointandOutlook)

OracleRetailandmilestone

Primavera

* **Languages**:

English(Fluent)

French(Fluent)

**References**: Available UponRequest.