**Raffy**

**Raffy.352070@2freemail.com**

**OBJECTIVE**:

 To strive for excellence, to work in such an environment that will enhance my knowledge and career, where I can perform my management skills according to my strong caliber and efficiency.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**WORK EXPERIENCE**:

**Sales Associate** Charter Chemical and Coating Corporation

 Wilcon Builders Depot

 October 2012 - March 2013

* To promote a particular product, assist costumers on their needs.
* Do the daily inventory and paper works.
* Checking expired items in the stores.
* Resolves any customer complaints at store level.
* Knows how to suggest a good quality of product.

**Sales Clerk** Watson’s Personal Care Store

 Starmall Crossing

 October 2013 - March 2014

* To set up advertising displays and arrange merchandise on counters and end caps so they look appealing.
* To receive inventory, price and tag inventory
* Provide friendly and knowledgeable customer service to customers in the store or on the phone.
* Being persistent under pressure.
* To meet a particular sales goals.

**Telemarketer** Manila Bankers

 March 2014 – January 2015

* Deliver prepared sales talks.
* Reading from scripts that describe products or services.
* Explain products or services and prices, and answer questions from customers.
* Adjust sales scripts to better target the needs and interests of specific individuals.
* Obtain names and telephone numbers of potential customers from sources such as telephone directories, magazine reply cards, and lists purchased from other organizations.
* Works under pressure.

**Tele-Manager**  Caritas Health Shield Inc.

 January 2015 – February 2017

* Responsible of managing a particular team/agent.
* To ensure individual agents are performing against targets, reviewing their performance and coaching/training them to do so.
* Developing a particular strategy.

**ACADEMIC BACKGROUND:**

**TERTIARY** : Isabela State University – Ilagan Campus

**Course** : Bachelor of Science in Information Technology

 ( S.Y. 2008-2012)

**SECONDARY** : Lanna National High School

 (S.Y. 2006-2007)

**PRIMARY** : Malamag East Elementary School

 (S.Y. 2002-2003)

**SKILLS:**

* Knowledge in Microsoft (Word, Excel, Power point).
* Web specialist specifically in HTML.
* Good Communication Skills.
* Can work under pressure**.**

**PERSONAL INFORMATION**:

**Date of Birth** : September 16, 1990

**Place of Birth** : Tumauini, Isabela

**Gender** : Male

Religion : Roman Catholic

**Civil Status** : Single

**Citizenship** : Filipino

This is to certify that all the information above is true and correct to the best of my knowledge and belief.