 FONCHA

DATE OF BIRTH: 24/12/1992

NATIONALITY: Cameroonian

MOBILE: C/o 0505891826

EMAIL: foncha.357735@2freemail.com

# PROFILE

Increased company sales by 15.5% over 3 years and efficiently completed all assigned tasks using expert customer handling skills with a team of 10 colleagues. I have an active, engaging and optimistic personality with a core believe that all levels of success can be achieved through constant effort.

# EDUCATION

1. **Secondary school Certificate, Bamenda Cameroon**
2. **High school certificate, Bamenda Cameroon**
3. **Bachelors degree**
4. **Food and hygiene safety program**

**SKILLS AND ACHIEVEMENTS**

**Position: CASHIER / CUSTOMER SERVICE**

**Company: NEXTLEVEL HOSPITALITY DUBAI U.A.E**

**Duration: 2015 – 2017**

**Position: Sales Executive**

**Company: GODWILL RETAIL AND WHOLESALE ACCESSORIES SHOP**

**Duration: 2012- 2014**

**Responsibilities**

* Increased company sales by 15.5% over 3 years and efficiently completed all assigned tasks using expert customer handling skills and managing a team of 10 assistants.
* I have Perfect English and French writing and speaking skills and have contributed in the creation of more than 20 captivating adverts for some of our brand products.
* I am dexterous in writing and presenting accurate sales reports and current market analysis testament to my very fast typing (greater than 50WPM and 98% accuracy), and ability to edit and format different types of documents.
* Able to exhibit various products to clients and smartly present the benefits they will enjoy when they buy the products; many actually end-up buying.
* I have an engaging personality as I have demonstrated an ability to create instant functional relationships with client’s right from first contact.
* I hold a remarkably engaging, responsible and hardworking personality with utmost respect for individual and demographic differences.
* Mindful that dressing conveys a lot about ones personality, I am committed to dressing conservatively and appearing smart and professional at all times.

# LANGUAGES

**English –** Read write and speak fluently

**French –** Read write and speak fluently

# COMPUTER / IT SKILLS

* Microsoft office WORD-Excellent
* Computer Maintenance and Upgrade - Excellent
* Very fast typing greater than 45 WPM
* Internet Explorer