**SALES ASSISTANT**

**BATAMBULA**

**BATAMBULA.364083@2freemail.com**

**PERSONAL INFORMATION**

Gender : Male

Date of Birth : 17/March/1994

Civil statue : Single

Nationality : Ugandan

Languages : Fluent English, swahili.

Visa Status : visit

**PERSONAL SUMMARY:**

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|  A confident and assertive individual who is able to create a welcoming personal environment for all retail customers. Michael is customer service driven and able to deal with shoppers on a face to face basis in any fast paced retail environment. He has high energy levels and is able to operate efficiently with a subtle and persuasive manner. he is flexible about shifts, has a track record of coming up with innovative solutions to problems and is more than willing to roll his sleeves up to get things done.He is very ambitious and is now looking for a suitable sales assistant role with a exciting company where he will be at the heart of the action.  |

## AREAS OF EXPERTISE:

|  |  |  |
| --- | --- | --- |
| * Customer service
 | * Cost control
 | * Retail industry
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| * Client negotiations
 | * Customer Care
 | * Marketing
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| * Production
 |  |  |

**CAREER HISTORY:**

**Sales assistant 2014-2016 :**

**MONTI RETAILERS**

 **Fashion, and electronics market.**

 Responsible for being the face of the company and making sure customers enjoy their shopping
 experience. In charge of promoting stock to customers to ensure that the store is their first choice high
 street destination.

**JOB RESPONSIBILITIES:**

* Greeting customers
* Ensuring correct ordering and continuous availability of items
* Providing product knowledge to the customers and introduction of the new products on market .
* Explain the benefits of each product to the customer
* Engaging customers ensuring purchase and target attainment
* Merchandising ,reducing destroy and wastage
* Ensuring customer satisfaction.
* Billing and ensuring payment either cash or e-payments.

**KATUMWA SPORTS AND FASHION CITY:**

 **Fashion shop**

**Sales representative 2010-2014:**

Duties:

* Perform inspections
* Ensuring first in first out policy.
* Pricing and labelling on daily basis.
* Information transfer to customers in accordance to their needs and monetary range.
* Contact police or emergency services when needed.
* Perform lock and security checks when opening and closing the store.
* Responsible for billing and ensuring payments.
* Help ensure safety of customers and there belongings within the shop.
* Welcoming customers and showing them the different brands in stock.
* Merchandising,cleaning windows and ensuring trending fashions, are displayed in accordance to the season, sales rate and brand rank.
* Price comparisons with our great competitors on weekly basis.

**ACADEMIC:**

|  |  |
| --- | --- |
| **Institution**  | **Award** |
| Kampala International university - Uganda | Diploma in business adminstration(DBA) |
| Bombo High School | Uganda advanced certificate of education  |
| Kalasa Secondary School | Uganda certificate of education  |

**EMPLOYEE OF THE MONTH 3 TIMES IN 2 YEARS AT MONTI RETAILERS:**

**OTHER RELEVANT SKILLS AND EXPERIENCE**

* Ability to handle conflict situations tactfully but firmly.
* Excellent negotiation, interpersonal, networking and public relations skills.
* Excellent oral and written communication skills in English.
* Proficiency in Computer, Ms Office applications, electronic mail and presentation.
* Excellent documentation and presentation skills.
* Good inter-personal organization and personal time management Skills.

I declare and certify that to the best of my knowledge and belief, this data correctly describes the qualifications, my experience and me.

**HOBBIES:**

* Swimming
* Playing games
* Watching football
* Reading novels

**REFEREES:** Upon Request.