|  |  |
| --- | --- |
| **CURRICULUM VITAE FOR****Mr Handsome****Handsome.366346@2freemail.com** |  C:\Users\caleb siqoza\AppData\Local\Microsoft\Windows\INetCache\Content.Word\Passport photo.jpg |

|  |  |
| --- | --- |
| My career goal is to be associated with a progressive dynamic organization which can fully utilize my skills and potential. I am also a versatile and creative sales and marketing individual, fast learner and always willing to learn new things and I am able to work with people from different backgrounds and cultures.**PERSONAL PROFILE**Date of Birth: 21 September 1986Gender: MaleHobbies**:** Reading, Puzzles, Nature hiking and Socializing with friendsLanguages: English, Ndebele, Zulu | **QUALIFICATIONS*** Foundation Diploma in Travel and Tourism (IATA), June 2012 – December 2012
* Bachelor of Business Administration Marketing (BBA) Degree

Institute of Marketing Management (IMM). South Africa (2006-2010)* Ordinary level & Advanced Level 1999 – 2004
 |

**WORK EXPERIENCE**

**Sales and Customer Services – Econet Wireless Telecomunications 2012 - 2015**

Duties / Responsibilities:

* Teaching and training the public on new products and services.
* Leading and mentoring a team of 5 brand ambassadors.
* Ensuring coordination between sales, marketing, accounts and administrative departments.
* Maintaing personal contact with customers and all employees on the sales floor to ensure customer satisfaction.
* Providing customers with information about existing and new products.
* Developing and executing organizational sales strategies to maximize revenues.
* Ensuring regular price checks are completed on competition; analyze and implement any actions necessary to maximize market share.
* Trend Analysis of the company’s products’ performance in the market basing on consumer consumption during the different seasons to determine the seasonality of the different products.
* Preparing weekly and monthly reports.

**Guest Service Agent – Rainbow Hotel September 2015 – January 2017**

Duties / Responsibilities:

* Welcoming guests.
* Ensure guest queries are attended to at all times.
* Assigning rooms.
* Providing hotel services access to guests.
* Communication effectively with guests.
* Handling incoming guest room reservations

**Events planner (Part Time) - 4 Jays Bar & Restaurant 2010 – 2017**

Duties / Responsibilities:

* Designing newspaper, poster and internet adverts to promote the events.
* Marketing the events and activities.

**KEY PERSONAL ATTRIBUTES**

* Ability to collect data, analyze and make informed decisions on the way forward of programs.
* Good communication skills in oral and written, with good interpersonal communication skills as well as listening skills.
* High levels of personal integrity, accountability, excellence and confidentiality with minimal supervision.
* Ability to motivate and encourage team work amongst other staff members and work as part of a team and communicate effectively with a diverse group of people.