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| **Joshua** **Email**: joshua.369615@2freemail.com **Visa Status**: Visit Visa |  |
| **Objective** |
| Seeking a position as a Sales Associate where I may use my dedicated sales experience and outstanding communication skills to assist in achieving the company's sales objective. |
| **Qualification** |
| Qualification : CollegeInstitute/University : Colegio De San Gabriel ArcangelDate : 2012-2013Qualification : Highschool Institute/University : Kalayaan National High SchoolGraduation Date : 2010-2011 |
| **Job Experience** |
| **Bench** **(january2016-february2017)***Sales Associate** Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.
* Adjusts content of sales presentations by studying the type of sales outlet or trade factor.
* Focuses sales efforts by studying existing and potential volume of dealers.
* Submits orders by referring to price lists and product literature.
* Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses.
* Monitors competition by gathering current marketplace information on pricing, products, new products, delivery schedules, merchandising techniques, etc.
* Recommends changes in products, service, and policy by evaluating results and competitive developments.
* Resolves customer complaints by investigating problems; developing solutions; preparing reports; making recommendations to management.
* Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
* Provides historical records by maintaining records on area and customer sale

**Conception Jewelry and Pawnshop****December 2015 – December 2016****Sales staff**Customer serviceSales and upsellingDisplay setupPresentation and demonstration of productsDedicated and enthusiasticDetail oriented**SM Department Store** **(november2013-november2015)***Cashier** Ensure high levels of customer satisfaction through excellent sales service
* Assess customer’s needs and provide assistance and information on product features
* “Go the extra mile” to drive sales
* Maintain in-stock and presentable condition assigned areas
* Actively seek out customers in store
* Remain knowledgeable on products offered and discuss available options
* Cross sell products
* Team up with co-workers to ensure proper customer service
* Build productive trust relationships with customers
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| **Personal Particulars** |
| **Age** : 23 years old**Nationality** : Filipino**Gender** : Male**Height** : 5.5**Marital Status** : Single |
| **Additional Info** |
| ADDITIONAL SKILLS:\* Proficient in MS Office Applications\* Fluent in English and FilipinoPERSONAL STRENGTHS:Easily adapts to changing schedulesFlexible and keen to detailsDynamic team player |
| **References** |
| Available upon request |
| I hereby certify that the above information’s furnished by me in my curriculum vitae is true and accurate to the best of my knowledge.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Joshua *Applicant* |