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| **CONTACT DETAILS****E-mail:**Lovelyne.374530@2freemail.com **PERSONAL****INFORMATION**First Name: LovelyneNationality: CameroonianMarital Status: SingleLanguages: -English -French  |  **CURRICULUM VITAE** **SALES EXECUTIVE**To seek a challenging position with a prestigious company to further enhance and utilize my knowledge, skills and experience in an environment advantageous to achievement and personal growth.**WORK EXPERIENCE*** Sales Executive with Maher Fashion, DUBAI, Abuhail Centre**,(2015-2017)**
* Sales Executive with Top Star Supermarket, Cameroon **(2013-2015)**
* Sales Executive with Mahima Supermarket , Cameroon **(2012-2013)**
* Sales Executive with Kdo Supermarket, Cameroon **(2011-2012)**

**DUTIES AND RESPONSIBILITIES** * Listening to customer requirements and presenting appropriately to make a sale;
* Maintaining and developing relationships with existing customers in person and via telephone calls and emails;
* Responding to incoming email and phone enquiries;
* Acting as a contact between a company and its existing and potential markets;
* Gathering market and customer information;
* Liaising with suppliers to check the progress of existing orders;
* Checking the quantities of goods on display and in stock;
* Attending team meetings and sharing best practice with colleagues;
* Maintain good relationship with client, develop new sample for client and follow up payment;
* Responsible for assigned sales targets ( monthly, quarterly, annually), proper execution of order and dispatch it on time, getting order through buying and export house.

**SKILLS AND PERSONAL ATTRIBUTES*** Confidence
* Excellent interpersonal skills
* Good presentation skills
* Excellent communication skills
* Able to work quickly and efficiently
* Enjoying being part of the developing team
* Ability to lead and motivate the team to meet organization predetermined long and short term objectives.

**EDUCATION BACKGROUND*** High School Qualification ( Ordinary and Advanced Level;
* Bachelor Degree in Management

**DECLARATION**I certify that the above information and true and correct to the best of my knowledge and ability. If given a chance to serve you, I assure you that I will execute my duties for the total satisfaction of my superiors. |