**CURRICULUM VITAE**

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Name : MUTEBI

Nationality : Ugandan

Gender : Male

Date of Birth : 29 - 07- 1993

Marital Status : Single

Visa Status : Visit visa

Nationality : Uganda

Email : mutebi.381339@2freemail.com

Location : **Dubai UAE**

**Position: Sales and marketing**

**CAREER OBJECTIVES**

Seeking an opportunity as a Sales & Marketing in a company utilizing my problem solving skills and excellence in delivering customer services in order to ensure recurring business for the store. Looking for sales and marketing where I can help the organization with my experience and skills by innovating new methods and techniques about bringing in revenue and increasing sales volume.

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**KEY SKILLS**

* Am Quick and Flexible.
* Ability to communicate in English with customer.
* Skilled in computer applications such as; word, Excel, Power Point, Access
* Aware of brand marketing, pricing and positioning
* Knowledge of cataloging and inventory techniques.
* A proactive and passionate attitude towards sales.
* Have the ability to listen to the customer’s needs
* Time Management skills.
* Good Public relation-Customer care.
* Respective of other peoples religion and culture
* Hard working.
* Ability to work under minimum supervision.

**WORK EXPERIENCE**

**Advanced tour and travel Ltd (Jinja – Uganda)**

**Designation: Sales Executive Lead**

**Responsibilities**

* Greeting customers who enter the shop.
* Assisting shoppers to find the goods and products they are looking for.
* Answering queries from customers.
* Giving advice and guidance on product selection to customers.
* Dealing with customer refunds.
* Keeping the store tidy and clean, this includes hovering and mopping.
* Responsible dealing with customer complaints.
* Working within established guidelines, particularly with brands.
* Attaching price tags to merchandise on the shop floor.
* Keeping up to date with special promotions and putting up displays.

**Techno mobile company (Kampala – Uganda)**

**Designation: Sales & Marketing supervisor**

**Responsibilities:**

● Leading the sales team by example like getting involved in day to day sales activities

* Answering telephone inquiries promptly & professionally & transferring calls on.
* Ensuring that the customer receives the best possible service at all times**.**
* Taking orders from customers via the telephone, email and at office**.**
* Provide digital marketing services like public relations, social networking and viral marketing
* Ensures high level customer services.
* Answer phones and route them to the right staff say in case of an inquiry**.**

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**EDUCATIONAL QUALIFICATION:**

● Bachelors Degree ( Makerere University)

* Uganda Certificate of Education (UCE)
* Uganda Advanced Certificate of Education (UACE)

#### LANGUAGE SKILL:

* English Fluent

**HOBBIES:**

* Research
* Making friends
* Discovering
* Reading

**OTHER SPECIAL ABILITIES**

* Well versed with computer knowledge and marketability.
* Confident and fluent in English.
* Cooperation with co-workers employer.
* Excellent written and oral communication skills.
* Young, hard working and dynamic with result oriented.

**DECLARATION**

I hereby attested the accuracy of information declared above are true and correct thebest my knowledge and belief.

Signature

Mutebi ………………………