**CURRICILUMVITAE**

**MERCY**

**E-MAIL:** **mercy.381348@2freemail.com**

**CAREEROBJECTIVE:**

ToobtainaninterestingandchallengingpositioninyourreputedorganizationthatwillallowmetousemyskillsandpotentialsthatIhavegainedfrommydiverseexperienceanddefineacomprehensivecareerdevelopmenttoservecompany.

**STRENGTHS:**

* Hardworkingandresultoriented.
* Potentialtolearnandgraspcreativethingsrequiredforthespecificjob.
* Driventoexceedexpectationsandwillingnesstoworkinachallengingenvironment.
* Successfulincoordinatingwithpeopleatalllevelsandotherdepartmentsfortremendousresultstobestservethecustomer.
* Outstandingabilitytodeliverpresentationstolargeandsmallgroups.
* Successfulincoordinatingwithpeopleatalllevelsandotherdepartmentsfortremendousresulttobestservethecustomer.
* Quickonthekeyboardandhighlyaccuratewhilebrowsingwebpages.
* Abilitytoworkunderpressureandunderminimumsupervision.
* Positivemindandself-confident.

**CAREEREXPERIENCE:**

**ADIDAS DOHA, QATAR:** Worked as Sales Executive and Visual Merchandiser since July 2015 to June 2018.

**ROLES AND RESPONSIBILITIES:**

* Defining, designing and implementing a creative visual merchandising strategy
* Creating appealing and eye-catching visual displays that lead the customer through the entire store Producing window displays, signs, interior displays, floor plans and special promotions displays
* Identify key messages and set a clear image of the end result
* Come up with, revise and present design ideas with assistant merchandisers
* Act in alignment to the organization’s culture, products, image and target market
* Monitor costs and work within budget
* Oversee the production and brief staff on arranging displays
* Change displays to promote new product launches and reflect festive or seasonal themes Research lifestyle, demographics and design trends
* Responsible for assigned sales targets (monthly, quarterly and annually).
* Sales specialist in products such as apparels, Adidas originals clothing lines.
* **Achieved monthly target of 250,000 QAR**.
* Goals set for centres month on month, maintaining relationship with target customers, customer service,
* Ensuring high rate of return on investment, sales support and sales.
* Working closely with buyers and other merchandisers to plan product ranges predicting sales and profits
* Supervising and training junior staff
* Setting stock promotions/price reductions as appropriate

***Career Highlights:*** Won Employee of the month successive times

**QUALFON, DUMAGUETE, PHILIPPINES :**WorkedasCustomer Service Executive from August 2013 to August 2014

**ROLESANDRESPONSIBILITIES:**

* Professionally and appropriately represents Client Company to their respective customers in accordancewith established handling procedures.
* Regularly updates product knowledge and related programs and processes through continuous learning.
* Interacts with fellow team members, immediate superior and other resource persons to enhanceperformance.
* Performs other task

**ASEELA DRESS DESIGNERS AND UNIFORMS:** WorkedasSalesExecutive(Outdoor)fromJune 2012 to July 2013

**ROLESANDRESPONSIBILITIES:**

* Handle and maintain the cash
* Greet the customer, to help in identifying their requirements to promote products
* Answer the costumers’ question regarding the products, to negotiate the price on the spot
* Arrange the merchandise properly and to supervise the ordering the supplies.
* Keeping in contact with existing customers in person and by phone
* Making appointments with and meeting new customers
* Agreeing sales, prices, contracts and payments
* Meeting sales targets
* Advising customers about delivery schedules and after-sales service
* Recording orders and sending details to the sales office
* Giving feedback on sales trends

**EDUCATIONALQUALIFICATION:**

* **Commercial Cooking NCII**:Technical Education and Skills Development Authority, Philippines(2009)
* **Bachelor of Science in Accountancy**:Mondrian Aura College, Subic, Olongapo City, Philippines(2008)
* **Secondary:**Foundation University, Dumaguete City, Philippines(2004)
* **Primary:** Balugo Elementary School, Balugo, Valencia, Negros Oriental, Philippines(2000)

**COMPUTERSKILLS:**

* Abletoworkindependentlyonallbasicoperatingsystemsi.e.Windows1998,2000,XP,Vista.
* ProficientinMicrosoftOffice,andbasicinternetsurfing.
* Excellenttypingspeed.

**BEHAVIOURALCOMPETENCIES:**

* Strategic-mindedtoproviderelevantrecommendationstoensuregrowth.
* Analyticalandbeagoodatproblemsolving.
* Abilitytoprioritizeandattentivetodetail.
* Managedifficultoremotionalcustomersituations.

**PERSONAL DETAILS:**

Date of birth : 27th Nov 1987

Nationality : Philippines

Religion : Catholic

Marital status : Single

Languages known : English, Tagalog

Driving license : N/A

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