**JOHN**

**JOHN.12848@2freemail.com**

# BRIEF PROFILE

* + - Computer literacy in all Microsoft Office packages especially in Word, Excel, Outlook & internet application browsing;
		- Excellent ability in dealing with different level of peoples;
		- Graduated with **Hospitality & Restaurant Services**;
		- Work Experiences & Responsibilities with **(Healthcare Sales, Operations Manager, Agency Associate, Regional Coordinator, Sales Agent, Hotel Employee & Service Crew);**
		- Proven as team leader & can manage pressure work with timetable.
		- Driving, Swimming skills & Sports enthusiast.

## Healthcare Sales

**WORK EXPERIENCE AND JOB FUNCTION**

**AL Khayyat Investments (AKI Fitness)** Life Fitness Showroom, Dubai Mall, U.A.E. January 8, 2015 – April 28, 2015

* + - Educate the clients about nutrition, supplements and dietary requirements.
		- Emphasize to the clients the role of Protein, its metabolism and requirement.
		- Learn how to handle new or curious clients about nutritional supplements.
		- Identify and assess the client’s needs and wants to achieve clients desired goals or requirements.
		- Explain to clients the major roles of different types of Cardio-vascular machines and Strength machine/equipment also the benefits they can get from it.

## Operation Manager

#### Double L Guns & Ammo Corporation

FEO, Camp Crame, Quezon City, Philippines June 10, 2008 – October 3, 2014

* + - Dealing of Firearms, Ammunition and Accessories for Government Personnel and Non-Government Personnel.
		- Processor of Firearms License Application, Renewal of Firearms License and Permit to Carry of Firearms for Outside of Residence.
		- Conduct of Gun Safety and Responsible Ownership Seminar's for customers.
		- Provide suitable training to new staffs.

**Sales Agent** (Networking) **USANA Health Sciences** HSBC Building, Paseo de Roxas, Makati City, Philippines August, 2011 – October 3, 2014

* + - Explain to the clients the benefits of the Vitamins, Minerals and Nutritional Supplements.
		- Emphasize to the clients the Health, Beauty, Sports Nutrition and Weight Management.
		- Educate the clients about the Scientific Base Studies, Quality Assessment Tools and Nutrition Facts reading.
		- Buy and sell the products of the company.
		- Maintain target sale or quota to get commission and other incentives.
		- Recruit and encourage qualify person to become member of the company.

**Agency Associate (Insurance)**

#### (Philippines Insurance Commission License No. 134813)

Philippine Fire and Marine Insurance Corporation 8747 Paseo de Roxas, Makati City, Philippines Feb. 15, 2012 – October 3, 2014

* + - * Tasked to sell, solicit or negotiate insurance business for compensation.
			* In charge of servicing multiple accounts which included contractual items.

### Hotel Employee

**Provincial Tourism Office(CWC)** Pili, Camarines Sur, Philippines May 24, 2007 - April 27, 2008

* + - Responsible for welcoming the guest and handling any complaints.
		- Ensure that all hotel standards and procedures are applied.

#### Call Center Agent

##### Sutherland Global Services Pili, Camarines Sur, Philippines

February 07, 2006 – February 10, 2007

* + - Obtains client information by answering telephone calls, interviewing clients and verifying information.
		- Informs a client by explaining procedures, answering questions, providing information.
		- Accomplishes sales and organization mission by completing results as needed.

**Service Crew / Waiter Jollibee, Fast Food Chain** Naga City, Philippines April 2005 - October 2005

* + - Maintain cleanliness in the assigned area
		- Ensure the guests receive high quality services and service provision.

### Educational Background: College Bachelor of Science in Nursing, Bachelor of Science in Hotel and Restaurant Management and Hospitality and Restaurant Services.

**Training / Seminars Attended:**

**English Proficiency Program (Call Center Agents NC II), Non-Life Insurance Seminar, Hotel Overview Front Office and Opera Overview Housekeeping Overview, Hotel Operations Familiarization, Citizenship Advancement Training & Gun's Safety Seminar.**