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| **Joshua**  **Email**: [joshua.369615@2freemail.com](mailto: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 : College  Institute/University : Colegio De San Gabriel Arcangel  Date : 2012-2013  Qualification : Highschool  Institute/University : Kalayaan National High School  Graduation 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 service  Sales and upselling  Display setup  Presentation and demonstration of products  Dedicated and enthusiastic  Detail 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 | |
| **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 Filipino  PERSONAL STRENGTHS:  Easily adapts to changing schedules  Flexible and keen to details  Dynamic 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* | |