**NAMATA**

Email Address: [namata.392330@2freemail.com](mailto:namata.392330@2freemail.com)

**POSITION APPLYING: SALES CONSULTANT**

### OBJECTIVE:

Energetic, motivated individual who is highly organized and skilled at balancing the needs of the clients in both personal and professional capacities.

A strong work ethic and positive attitude, highly effective in a fast paced environments. Driven to provide excellent support to busy business professionals, Achieve Targets, Train new staffsand meet deadline. Expertinfashion, perfumesand Management, excel functions, invoicing and multi-tasking.

**PERSONAL DATA**

**Date of Birth: 15-11-1990**

**Gender**  : **Female**

**Civil Status : Married**

**Nationality : Uganda**

**VisaStatus : Visit Visa**

Location :Dubai

**WORK EXPERIENCE:**

**POSITION : SALES EXECUTIVE**

**DURATION : 2016 –2019**

**LOCATION :DUBAI**

***RESPONSIBILITIES OF FASHION SALES EXECUTIVE:***

* Expert knowledge of clothing and have a proven ability to Open and close sales.
* Maintain a regular customer base and actively work to improve and develop new customer relationships
* Expert level product knowledge and uses understanding of products and customer desires to exceed personal sales goals by 10 percent
* Merchandising responsibilities for the store and achieve targets
* Training new staffs.
* Supervision and dealing with any queries or complaints.
* Ordering, managing and taking out stock.
* Achieving Targets and problem solving

**POSITION : SALES ASSOCIATE**

**DURATION : 2014– 2016**

**LOCATION :DUBAI**

***RESPONSIBILITIES OF PERFUMESALESASSOCIATE :***

* Acknowledge customers in a friendly and helpful manner
* Handle all returns courteously and professionally
* Sell brand fragrances and related merchandise.
* Determine customer needs based on personal features and other customer preference related factors
* Explain and demonstrate use of fragrances through actual application
* Responsible for achieving personal sales goals

**POSITION : CASHIER**

**DURATION : 2014**

***RESPONSIBILITIES OF CASHIER***

* Handle cash, credit or check transactions with customers
* Scan goods and collect payments
* Ensure pricing is correct
* Issue change, receipts, refunds, or tickets
* Redeem stamps and coupons
* Count money in cash drawers at the beginning and end of shifts to ensure that amounts are correct and that there is adequate change
* Make sales referrals, cross-sell products and introduce new ones
* Resolve customer complaints, guide them and provide relevant information
* Bag items carefully
* Greet customers when entering or leaving establishment

**EDUCATIONAL BACKGROUND**

**MAKERERE UNIVERSITY-UGANDA.**

* **B.A SOCIAL SCIENCES – 2010 – 2014**
* **UGANDA ADVANCE CERTIFICATE OF EDUCATION**

**2007 – 2009**

Maryland High School –

Uganda

* **UGANDA CERTIFICATE OF EDUCATION 2004 - 2007**

Nansana Secondary School – Uganda

**CERTIFICATES**

**MAKERERE UNIVERSITY UGANDA.**

* **Certificate in Computer Applications 2015 - 2016**

**SKILLS & PERSONAL CAPABILITIES:**

* IT skills (Microsoft Skills)(Internet and Email)
* Sales/customer service skills, productive and quality standard of service
* Cash handling and management
* Managing and supervision of staffs and store.
* Possesses of knowledge of fashion
* Ability to analyze sales and market information
* Passionate about company’s product line
* Excellent breadth of retails sales experience

### Communication skills and active listening skills

### Able to handle physical exertion

### Multitasking strength

### Training new staffs work ethics.

### Achieving Targets and meet deadline.

I hereby certify that the above information is true and correct to the best of my knowledge and belief.

**NAMATA**