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**MIRIAM**

**Email:** **Miriam-394957@2freemail.com**

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| ***P0sition:*** *Sales Lady* |
| ***Career Objectives:*** |

Responsible and mature Customer Representative who thrives in fast-paced environments. Enjoys working as part of a team. Excellent service, communication and listening skills with cash Effective at multitasking and maintaining a friendly attitude under pressure. Efficiently builds loyalty and long-term relationships with customers while consistently achieving individual sales goals.

***Personal Details:***

* Name : Miriam
* Date of Birth : 24/07/1995
* Nationality : Nigerian
* Sex : Female
* Marital Status : Single
* Visa status : Visit Visa
* Language Known : English Fluently

***Educational Qualification:***

Diploma in Mass Communication lagos State polytechnic Nigeria (2016)

Golden future International school

(west Africa Examination Council) 2008

***Work Experience:***

* June 2012 to August 2014 worked as a sales Lady in Lagos, Nigeria.
* September 2014 to February 2017 worked as a sales lady in GLOBUS SUPER MARKET
* August 2018 working as a sales lady inHarcourt Nigeria

***Duties & Responsibilities:***

Greet customers at the store and provide them with information on their required products

• Lead customers to desired shelves or aisles and assist them in locating products

• Explain product features and benefits by performing demonstrations and answer any questions that customers may have

• Provide information regarding prices and after sales services and ways in which the latter can be obtained

• Suggest additional products in a bid to meet the company’s and self-sales targets

• Assist customers in making decisions regarding suitable purchases based on their specific likes

• Lead customers through the payment process by assisting cashiers with discount information and markdowns

• Oversee wrapping or bagging of purchased items to ensure that they meet the store’s standards and the specific instructions of customers

• Ascertain that customers’ purchases are carried out to their vehicles by instructing baggers to do the needful

• Make cold calls to new customers in a bid to prospect them for business and meet sales goals

• Call existing customers to provide them with information on new products or discount options and markdowns

• Create sales reports, detailing all transactions made in a day for the purpose of informing the management of individual sales progress

• Oversee the cleanliness and replenishment of shelves according to marketing and sales directives (such as 4 Ps)

***Personal Skills:***

 [Leadership](https://www.thebalancecareers.com/leadership-skills-list-2063757)

 Account Management

 Bidding

 Client Acquisition

 Client Retention

 Team Management

 Direct Marketing

 [Project Management](https://www.thebalancecareers.com/essential-project-manager-skills-2062461)

 [Public Relations](https://www.thebalancecareers.com/public-relations-skills-2063765)

 Territory Management

 ***Personal Declaration:***

I pose excellent communication skills, the art of influencing people, the ability to adapt to any kind of environment with Positive attitude and Self oriented.

**Reference:**

Available on request.