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**CAREER OBJECTIVES:**

To be able to work and apply my knowledge, professional qualifications and experiences through dynamic position which requires exceptional skills.

**EMPLOYMENT:**

May 2010 –Oct 2012 **Medsource Pharma Corp. -**  Manila, Philippines

 Wholesaler and retailer of medicines

 **Sales Supervisor**

* Responsible to increase the sales of company products.
* Handling database of customers, calculating profits and losses.
* Supporting an organization's sales team includes managing schedules, creating sales documents and proposals, generating reports related to sales activities and revenue data, as well as handling customer and prioritizing customer requests while the sales team is out of the office.

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 April 12, 2007- March 31, 2010 **SM Department Store/Supermarket** – Manila, Philippines

 Retailer of clothes/Goods

 **Store Supervisor**

* Responsible for the overall operation of cash counters procedure to ensure the attainment of optimum sale performance and excellent customer services.
* Responsible for SDA (Summary Daily Attendance) of the employees.
* Checking and monitoring of all equipments condition and their status from time to time for preventive maintenance.
* Responsible for maintaining the right inventory levels in the store to achieve inventory turn standards.
* Assist the store manager with all facets of running the store and monitoring accountability for the store’s operations and success.

April 8, 2003– Feb 20, 2007 **Watsons Health and Beauty** – Manila, Philippines

 Largest health and beauty retail chain in Asia

  **Store Supervisor**

* Assist the Store Manager for the overall store operations ,by handling the shift alone and monitoring of store personnel, trained newly hired for their working station, give feedback for performance evaluation.
* Develop and organize plan-o-gram for proper display of merchandise ensure stocks availability, store ordering as well as inventory cycle, closely monitored the product shelf for proper disposal.
* Receiving of good stocks and maintain store cleanliness and customer service.

 **Pharmacy Assistant**

* Attend customers needs by giving a fast , accurate and friendly service.
* Train newly hired employees for the future standard operating procedure.

 **EDUCATIONAL BACKGROUND:**

 1996-2003 College Bachelor of Science in Physical Therapy

 St. Jude College

 Don Quijote St. Dimasalang, Manila

 **INTERNSHIP ROTATION:**

 June 2002 St. Agustin PTC

 Baliwag, Bulacan

 July 2002 Coping Disability PTC

 Nagcarlan , Laguna

 August 2002 Hospicio De San Jose

 Manila

 September 2002 Ospital Ning Angeles

 Angeles City Pampanga

 October 2002 Theraport PTC

 Norzagaray. Bulacan

 November 2002 St. Jude Hospital

 Don Quijote, Dimasalang

 December 2002 Balagtas PTC

 Balagtas, Bulacan

 January 2003 Pampanga Provincial Hospital

 Sta. Rita Pampanga

 February 2003 Philippine National Police Gen.Hospital

 Camp Crame,Q.C

 March 2003 Noveleta PTC

 Noveleta, Cavite

**PERSONAL INFORMATION:**

 Birth Place: City of Manila

 Birth Date: July 25, 1979

 Height: 5’1

 Weight: 121lbs.

 Civil Status Single

 Religion: Roman Catholic

**TECHNICAL PROFICIENCY:**

 Knowledgeable in Computer . Good in oral and written communication.

 I hereby affirm that the above – mentioned information is true and correct to the best of my knowledgeable and belief.

Signed: