



Dedicated and motivated sales professional with more than 10 years of experience in retail and automotive industry – 5 years of which in GCC (UAE)

PERSONAL DATA

Date of Birth: June 10, 1995 (Age: 28)

Place of Birth: Nueva Ecija, Philippines

Civil Status: Single

Height: 5'10"

Weight: 144 lbs.

Religion: Roman Catholic

Citizenship: Filipino

Languages: English, Tagalog

SKILLS AND QUALIFICATIONS

- MS Office Tools
- Customer Service
- Sales & Marketing
- Communication
- Time Management
- Team Player
- Problem solving
- Active listening
- Can deal and relate to people
- Willing to undergo training
- Can work under pressure with minimum supervision
- Quick learner

EDUCATION ATTAINMENT

- **Araullo University, Philippines**
Bachelor of Science
in Information Technology
June 2011 to March 2014
- **Sta. Maria National HS, Philippines**
Primary to Secondary school
June 2001 to April 2011

REACH ME AT:

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📍 Bin Mahmoud, Doha, QA

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WENCIE S. LOPEZ

WORK EXPERIENCE

Stall and Market Salesperson

Nissan Service Center – Al Masaoood Automobiles, Abu Dhabi, UAE | Aug 2019 – Apr 2023

- Collects order notes from the system to fulfill deliveries
- Gathers ordered items from storage with Autoline system
- Updates stock inventory after each item is retrieved
- Manages stock inventory including item replenishment, storage & inventory write off
- Receives new stocks and coordinates w/ procurement & accounts dept for invoicing
- Supports the sales management in product-related tasks and activities
- Acquires total product knowledge on all vehicles and understands competitor's vehicle features, benefits, and potential shortcomings

Stall and Market Salesperson

Lulu Hypermarket – Webstore, Abu Dhabi, UAE | Nov 2017 – July 2019

- Maintaining records of incoming and outgoing shipments
- Picking various items as per online orders in timely manner
- Sealing, tagging, and confirming accuracy of orders and signing tickets to confirm
- Ensuring correct shipping information is attached & moving completed orders to shipping area
- Coordinating with other departments for efficient order management
- Assisting in stock inventory management
- Assisting in maintaining the security of warehouse

Retail Executive

Adidas Store - Cavite, Philippines | January 2016 – June 2017

- Execute brand's customer service standards to meet and exceed customer expectation
- Use seasonal brand and product knowledge effectively during sales interactions
- Communicate product features and benefits, and unique selling points clearly to address customers' needs and strengthen their connection to the brand
- Adhere to all established policies and procedures
- Minimize loss in both, the stockroom, and the sales floor
- Perform all store operations in a safe, effective, and efficient manner

Sales Associate

Nike Store - Cavite, Philippines | Jan 2015- Jan 2016

- Utilize customer service skills, basic sales techniques, and product knowledge to connect costumers with the right product and drive sales
- Build the bond between consumer and brand by providing superior service and adapting brand stories to the retail setting
- Maintain knowledge of various store departments and be available to operate cash register for regular transactions, perform shipping and receiving duties, stock the floor, perform cleaning duties, and build visual displays when necessary

Salesman

Dickies SM Mega Center - Nueva Ecija, Philippines | Dec 2013 – Dec 2014

- Prospect and qualify new sales leads
- Meet and/or exceed sales quotas
- Create, plan, and deliver presentations on company products
- Track all sales activities in company and keep current by updating account information
- Develop strong relationships with prospects and customers
- Maintain and develop healthy product and brand knowledge
- Coordinate with other team members and departments to optimize the sales efforts

Merchandiser

Robinsons Retail Group - Nueva Ecija, Philippines | Jan 2013 – Nov 2013

- Ensure that displays are stocked with the right types and quantities of products
- Display, arrange, price, and rotate products in store
- Maintain store shelves by removing dated or damaged products
- Monitor store inventory based on sales and intake
- Optimize sales volume and profitability by identifying profitable lines and bestsellers
- Make recommendations for promotional strategies using sales and pricing data
- Work and communicate with buyers, suppliers, stores, and distributors

Wencie S. Lopez

Applicant's Signature