



Reynaldo Lising Jr.

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CAREER OBJECTIVE

To be able to acquire knowledge, and experience and enhance not only my personal growth but also for the company goal.

WORK EXPERIENCE

Position: Sales Associate

Company: SM Bacoor Department Store Mall Micromax (Ace Hardware)

Duration: April 03 2023 – May 09 2024

Duties and Responsibilities

- Assist the Customer with required query
- Replenish items and display.
- To treat and greet customer on their visit to the store's
- Customer relations.
- Monitoring the weekly inventory.
- Checking the quantities of goods on display and in stock
- Recording sales and order information and sending copies to the sales office or entering figures into a computer
- Reviewing your own sales performance, aiming to meet or exceed targets
- Gaining a clear understanding of customer's businesses and requirements
- Making accurate, rapid cost calculations and providing customers with quotations
- Feeding future buying trends back to employers
- Attending team meetings and sharing best practices and colleagues

Position: Sales Associate

Company: SM South Mall Department Store Micromax (Ace Hardware)

Duration: March 24, 2021– April, 02 2023

Duties and Responsibilities

- Assist the Customer with required query
- Replenish items and display.
- To treat and greet customer on their visit to the store
- Customer relations.
- Monitoring the weekly inventory.
- Checking the quantities of goods on display and in stock
- Attending team meetings and sharing best practices and colleagues

Position: Sale Associate

Company: SM Bacoor Department Store Mall Micromax (Ace Hardware)

Duration: October 2017 – March 23, 2021

Duties and Responsibilities

- Assist the Customer with required query
- Replenish items and display
- To treat and greet customer on their visit to the store
- Customer relations

- Monitoring the weekly inventory
- Checking the quantities of goods on display and in stock

Position: Sales Associate

Company: SM Bacoor Department Store Mall Kegitar Home Incorporated (Ace Hardware)

Duration: May 20 2012– August 09 2017

Duties and Responsibilities

- Greet customers and provide an enjoyable shopping experience for all customers
- Maintains customer relationships by responding to inquiries
- Recommend the best product to clients' base on their needs and inform them of new products
- Record customer inquiries by documenting inquiries and response in customer's account
- Participates in educational trainings and seminars to update product knowledge
- Duties included retail shelf stocking and back-up inventory ordering
- Communicate with the management team regarding customer request
- Reviewing your own sales performance, aiming to meet or exceed targets
- Gaining a clear understanding of customers' businesses and requirements
- Making accurate, rapid cost calculations and providing customers with quotations
- Feeding future buying trends back to employers
- Attending team meetings and sharing best practices with colleagues.

Position: Checker Department

Company: SM Bacoor Department Store Mall

Duration: November 10 2010 –March 10 2011

Duties and Responsibilities

- Greeted customers, provided friendly and knowledgeable service
- To operate cash register, checks merchandise using a point of sale (POS) system and take payment from the customer in the form of cash, credit, check or mobile payment
- Maintain all finance reports for audit purposes
- Customer service and communication skills
- My obligation is to make sure that the customer got the right item with exact amount and exact quantity
- And assisting the customer with the bagging of their purchases
- Maintained excellent attendance record, and consistently arriving to work on time
- Promote or offer a SMAC Advantage loyalty points card to the customers

EDUCATIONAL BACKGROUND

Tertiary: Datamex College (Computer Technician) S.Y. 2008–

2010 Secondary: Bucandala Imus National High School

S.Y. 2006– 2007 Elementary: Bayan Luma 2 Elementary School

S.Y. 2002–

2003

PERSONAL INFORMATION

Age:	33 years old
Date of Birth:	March 09, 1990
Gender:	Male
Height:	5'5
Religion:	Catholic
Civil Status:	Married
Passport No:	P4650232C

Visa Status:

Transferable

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

Signature

Applicant