



# GLENDER P. CACAYAN

## Get in contact:

- ✉ glendercacayan6@gmail.com
- ☎ 056-816-4274
- 📍 Sharja, United Arab Emirates

**Visa Status:** Employment Visa

---

## PROFESSIONAL SUMMARY

Results-driven Store Assistant Manager with over 4 years of experience in retail management, specializing in enhancing customer satisfaction and driving sales growth. Proven ability to lead and motivate teams, streamline operations, and implement effective merchandising strategies. Adept at managing inventory, training staff, and ensuring compliance with company policies. Committed to promoting a positive shopping experience while achieving operational excellence and exceeding performance targets.

---

## SKILLS AND COMPETENCIES

- Proficient in Microsoft Offices (Words, Excel, Outlook)
- Communication Skills
- Team Leadership
- Inventory Management
- Customer Service Excellence
- Sales and Promotions
- Visual Merchandising
- Staff Training and Development
- Operational Efficiency
- Problem Solving

---

## WORK EXPERIENCE

### Store Assistant Manager

*Viva Supermarket - Sharja, United Arab Emirates*  
From July 2020 to Present

- Supervise and train staff
- Review staff performance and offer constructive feedback
- Collaborate with team leads on setting and achieving team-specific goals
- Purchase inventory based on current trends, availability of new products and customer interest
- Display merchandise to maximize purchasing appeal
- Organize sales and product demonstrations
- Write sales and customer reports and make recommendations for improvements
- Interact with customers and resolve complaints or grievances

---

### Butcher Branch In-Charge

*West Zone Supermarket - Dubai, United Arab Emirates*  
From 2017 to 2020

- Arrange cuts of meat and place them in an attractive manner in the display case so that customers will wish to purchase them.
- Weigh, label and price a variety of cuts of meat for on-demand selections by customers in an efficient manner that keeps customers satisfied.
- Prepare meat into forms ready for cooking using a variety of actions, including boning, tying, grinding, cutting and trimming to make it easier for customers.
- Educate customers on different selections and types of poultry, pork, beef and fish to help them decide what to purchase.
- Maintain and clean the meat preparation counter to reduce the risk of food contamination and adhere to food safety guidelines.

---

## EDUCATION

### Vocational

#### TESDA | Consumer Electronics Servicing

*Nueva Ecija, Philippines*

*From 2012 to 2013*

---

## Merchandiser

*Puregold - Nueva Ecija, Philippines*

*From 2014 - 2016*

- Set up and arrange displays and demonstration areas to attract the attention of prospective customers
- Maintain the cleanliness of the working area
- Conduct a complete count of the inventory
- Check Bad Orders and for RTV

---

## PERSONAL INFORMATION

**Birthday** : November 1, 1994  
**Age** : 30  
**Nationality** : Filipino  
**Civil Status** : Single  
**Languages** : Filipino and English