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| Marie Joy Cajes   |   |
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|  | **Contact**Antipolo, Rizal 187009155835372mariejoycajes24@gmail.com**Skills*** POS systems knowledge
* Upselling techniques

 * Face cream application

**Education**University Of Mindanao Davao City Computer Science 2008 Antipolo National High School Antipolo City High School : High School 2005  |  |  | **Summary**Focused on efficiency and quality of service. Cares about each customer's needs. Dedicated with experience in achieving tangible results and cross-team collaboration. Proactive and excited to partner with like-minded individuals to achieve goals.**Experience**Pond's Beauty AdvisorPCN Promo Pro * Selling Ponds Skincare Products
* Checking of Stocks Availability
* Checking of Stocks Expiration
* Checking of beginning and Ending Inventory before closing.
* Sales Report
* Checking the items first in first out
* Examined client's facial features and skin tone to recommend appropriate products, colours and styles to customers.
* Used excellent upselling and cross-selling techniques to sell add ons, such as lotions, serums and primers, to increase customer order value.
* Communicated with customers to obtain an extensive understanding of requirements and recommend products best suited to their needs.
* Warmly and politely greeted customers when approaching the stand, offering help and assistance for excellent customer service.
* Conducted regular visual merchandising on beauty shop shelves, making stands look desirable, attractive and visually pleasing.
* Maintained extensive knowledge of beauty range to provide specifications, prices and availability to customers when needed.
* Provided professional advice and product recommendations at guest consultations.

Online SellerSelf Employed * Wrote creative and enticing copy for products profiles.
* Amended product listings, managing photo edits, webpages and pricing info.
* Utilised online resources and social media to promote products and services, increasing web traffic and gaining prospective clients.

Market AdminMercato Centrale * Checking the Attendance of Merchants,
* Guidelines for merchants before set up at the market,
* Informing Merchants dos and don'ts inside the market Selling area,
* Checking their proper Uniforms before selling at the markets,
* Collecting their Sales declare every end of the day,
* Good Communications skills between the Lessors and the Merchants.

Office In ChargeMercato Centrale * Managing Logistics
* Managing sales inventory
* Good communication between Lessors, Mall Admins, Merchants and Logistics
* Handling warehouse inventory
* Handling Sales Reports beginning and ending
* Handling manpower time schedules
* Handling manpower Market Schedules
* Scheduled staff meetings to discuss announcements, ideas and concerns and align with tasks, promoting collaborative environment.
* Monitored areas to keep work stations clean and comply with health and sanitation standards, maintaining well-being of employees.
* Delegated specific tasks to assigned.

NFT’s and Token Seller and Trader2021-2024* Know how to find good and important projects / NFTs in the market.
* Knows the process of buying and selling art and tokens to quality clients
* Know how to execute presale sales and sales on the LIVE trading platform
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