



# MARVIN TONG QUINTO



## CONTACT ME HERE:

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Al Ain City

## PROFESSIONAL SUMMARY

Productive employee with proven track record of successful project management and producing quality outcomes through leadership and team motivation. Works with clients to determine requirements and provide excellent service.

## EXPERIENCE:

### Sales Associate & Computer Technician

Only @PC Gilmore Computer Center Inc.

June 22, 2012 – September 25, 2022

## SALES ASSOCIATE ROLE:

- Greeting customers, responding to questions, improving engagement with merchandise and providing outstanding customer service
- Operating cash registers, managing financial transactions, and balancing drawers
- Achieving established goals
- Directing customers to merchandise within the store Increasing in store sales
- Superior product knowledge
- Maintaining an orderly appearance throughout the sales floor Introducing promotions and opportunities to customers
- Cross-selling products to increase purchase amounts

## COMPUTER TECHNICIAN ROLE:

- Set up hardware and install and configure software and drivers
- Maintain and repair technological equipment (e.g. routers) or peripheral devices Install well-functioning
- LAN/WAN and other networks and manage components (servers, IPs etc.)
- Manage security options and software in computers and networks to maintain privacy and protection from attacks
- Perform regular upgrades to ensure systems remain updated
- Troubleshoot system failures or bugs and provide solutions to restore functionality
- Arrange maintenance sessions to discover and mend inefficiencies
- Keep records of repairs and fixes for future reference
- Offer timely technical support and teach users how to utilize computers correctly

## PERSONAL INFORMATION

**Age:** 35 years old  
**Date of Birth:** October 9, 1987  
**Gender:** Male  
**Civil Status:** Married  
**Height:** 5'7  
**Weight:** 85kg  
**Nationality:** Filipino  
**Religion:** Roman Catholic  
**Visa status:** Active

## CORE QUALIFICATIONS:

Network Configuration  
PC Repair  
Knowledge of Hardware/Software  
OS Installation  
Troubleshooting  
Security Measures  
Sales  
Stock quality assessments  
Stock-taking  
Visual merchandising  
Stock management

## EDUCATIONAL ATTAINMENT :

Electronic Products assembly & Servicing(2019)  
Technical Education & Skills Development Authority

Computer System and Network Technology  
AMA Computer Learning Center 2006 - 2008 |  
Graduate

Secondary  
Florentino Torres High School  
Tondo Manila  
2001 – 2006

Primary  
Jose Corazon De Jesus Elementary School  
Tondo Manila  
1997 - 2001