CURRICULUM VITAE

SUMAYIAH NANYONJO

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Current location Dubai, UAE

PERSONAL DETAILS

Nationality : Ugandan

Gender : Female

Date of Birth : 02/06/2002

Visa Status : Employment

OBJECTIVE

Am a oriented person with the ability to make clients take more of what they opt to buy. I have always been an extremely hands-on, practical and energetic worker and am very experienced with providing excellent customer service at all times and in all circumstances. I have a can-do attitude, good communicator and excellent customer client relationship.

**PERSONAL SUMMARY**

 A results driven, committed and articulate representative with excellent communication skills and a high level of customer commitment. Multi-skilled with the ability to plan & manage territory whilst. Possessing a good team spirit, deadline orientated and having the ability to succeed in everything. Now looking forward to a making a significant contribution in an ambitious and exciting company that offers a genuine opportunity for progression.

**EDUCATIONAL ATTAINMENT**

* Retail Business School Majid Al futtaim
* Diploma in Business management YMCA Institute 2015-2017
* Advanced Level St Marys’ Secondary School 2013-2014

**WORK EXPERIENCE**

**FUJAIRAH PEARLS L.L.C**

**DESIGNATION CUSTOMER SERVICE**

**DURATION February 2024 to Date**

**Duties and responsibilities.**

* Generate sales leads
* Identify and access customers’ needs to achieve satisfaction
* Build sustainable relationships of trust through open communication
* Handle complains and providing solution within time
* Follow communication procedures

**La FAMILIA CAFÉ FUJAIRA (March 2023- Jan 2024)**

* Maintained cleanlines in the restaurant
* Cleaned tables
* Greeted customers
* Processed guest payments efficiently
* Took customer orders
* Prepared bills and processed payments
* Checked back to back customer satisfaction

**KEY SKILLS AND COMPETENCIES**

* Excellent interpersonal and customer service skills.
* Good analytical skills with a kin eye for details.
* Good negotiation skills, Capable to interact with people.
* Excellent interpersonal and communication skills.
* Ability to work on multiple and concurrent tasks with vigilance and integrity.
* Well trained and experienced in staff supervisions. Ensuring high levels of attention to details and professionalism
* Smart in appearance as well as professionally confident, polite and welcoming at all times
* Have exceptional customer and customer standards

**STRENGTHS**

* Good communication skills
* Excellent attention to detail
* Ability to work independently and work in a team
* Able to respond quickly in emergency situation

**LANGUAGE**

* English : Reading, Writing and Speaking

**REFERENCE**

Available upon Request

**Declaration**

I hereby declare that the above information in this resume is true and correct.