

JAY WARREN C. ARINGGOY

Maygatasan, Bayugan City,

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OBJECTIVE

Seeking a position in this industry where I can leverage my extensive experience in management, sales, and customer service to contribute to a dynamic team. Passionate about delivering exceptional guest experiences, I aim to utilize my strong leadership skills, problem-solving abilities, and commitment to excellence to enhance onboard operations, maximize revenue, and ensure outstanding customer satisfaction.

PERSONAL INFORMATION

- Date of Birth: September 7, 1993
- Age: 31
- Height: 5'5"
- Weight: 70 kg
- Nationality: Filipino
- Languages Spoken: Bisaya, Tagalog, English

EDUCATION

- Bachelor of Science in Business Administration Major in Marketing Management
Agusan del Sur College (ADSCO) | 2022-2023
- High School: Bayugan National Comprehensive High School (BNCHS) | 2009-2010
- Elementary: Bayugan West Central Elementary School

WORK EXPERIENCE

Branch Manager

Central Warehouse Club Inc. (Grocery, Department Store, and Appliance Department)

June 2, 2022 – Present

- Oversees daily operations of the store, ensuring smooth and efficient workflow.
- Manages and supervises employees, providing training, motivation, and performance evaluation.
- Ensures excellent customer service and handles customer inquiries and complaints professionally.
- Develops sales strategies to increase profitability and meet sales targets.
- Oversees inventory control and ensures proper stock management.
- Maintains store cleanliness, organization, and safety standards.
- Coordinates with suppliers and vendors to ensure timely product delivery.
- Prepares financial reports and monitors budget expenditures.

Promodiser

Penshoppe

November 25, 2017 – May 31, 2022

- Assisted customers in selecting products and provided excellent customer service.
- Managed store displays and ensured merchandise was well-organized.
- Handled cash transactions and operated point-of-sale (POS) systems.
- Monitored inventory and restocked shelves as needed.
- Assisted in promotional events and marketing strategies to boost sales.

Promodiser

JAG / Lee / Von Dutch

April 30, 2015 – April 20, 2017

- Engaged with customers to promote and sell brand products.
- Provided product knowledge and recommendations to customers.
- Maintained store cleanliness and visual merchandising.
- Assisted in stock inventory and reporting sales data.
- Handled customer inquiries and resolved complaints professionally.

SKILLS AND COMPETENCIES

- Strong leadership and team management skills
 - Excellent communication and interpersonal skills
 - Customer service and problem-solving abilities
 - Sales and marketing expertise
 - Inventory and store management
 - Budgeting and financial reporting
 - Ability to work in a fast-paced environment
 - Proficient in Microsoft Office (Word, Excel, PowerPoint)
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REFERENCES

JERLIE FRANCISCO

Store Manager

Tagum City, Davao del Norte

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RAFAEL RAMOS

Grocery Supervisor

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