

CURRICULUM VITAE

GILBERT AYUK ORUMA

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POSITION APPLYING: **MECHANDIZER**

OBJECTIVE:

An experienced merchandiser who has acquired academic knowledge and work experience for the past 5 years as an experienced customer service oriented. My main desire is to joint an organization where I will be able to exercise my knowledge, skills and abilities in the same position. A dedicated worker aiming to help achieve company goals and take on more responsibilities quickly as possible. Ability to work both independently and with team members, highly motivated toward new knowledge and a good team worker with evidence by my excellent performance during my training and my previous work place.

CORE COMPETENCIES

Customer Engagement / Internal & External Relationship
Management / Customer Service / Administration Capabilities /Time
Management / Multi-Tasking capability / MS-Office /Independent Worker /
Good Listener / Attentive to Details

WORK EXPERIENCE:

From June 2019-june 2024

MAJID AL FUTAIM HYPERMARKET (Carrefour Market UAE)

POSITION: SALESMAN and Merchandiser in a retail supermarket FMCG department and cash control department.

Duties & Responsibilities

- Carrying out planning in the store on how implementation will be done
- Arrangement of products based on family, size, brands and other categories in the supermarket base on the planogram
- Also making sure that the shelves are always in a proper order as plan.
- Assisting the customers at all times when needs arises and when they need something.
- Making sure that no expired or damage item is found in the selling area

Responsibilities as a Cashier

- Providing some assistance at the cash counter when the queue is too long and when my attention is highly needed.
- Scanning of selected items from the customers, accepting payments both in cash and bank transfer
- Always putting a smile face towards all customers as a sign of hospitality and being polite to every customer.
- Making a balance check of daily sales and to be sure of accurate transactions.

Relevant Skills:

Electronic Data Processing Knowledge:

- Excellent in Microsoft Office Program:
- MS Word: Excellent skills in editing typing and maintaining documents.
- Excel Spreadsheets: Professionally trained in using MS Excel skills especially in accounting and other related stuffs.
- Perfect knowledge in cash controlling and cashier handling for the past 5 years working as a cashier with CARREFOUR MARKET
- Relevant knowledge in driving and also a student ongoing driving process at the final stage of getting my UAE driving license.

Other Skills

- Time management skills
- Multi tasking skills
- Customer service oriented skills
- The ability to work both individually and with team to achieve goals.

EDUCATIONAL BACKGROUND:

- HIBMAT Business School BUEA CAMEROON:
- DIPLOMA In Human Resource Management and consumer buyer behavior
- Government High School Yaounde - Cameroon where I studied Economics and commerce.

LANGUAGES

- ENGLISH LANGUAGE: Very Fluent in speaking and writing
- FRENCH LANGUAGE: Good as well in speaking and expression

PERSONAL INFORMATION:

Nationality: Cameroon

Visa Status: Cancelled visa

Resident: Dubai