



MA CHRISTINA DAUZ

SALES SUPERVISOR

My Contact

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CALOOCAN CITY, PHILIPPINES

About Me

I have been working in retail and people relationship industry for over twelve years where I have developed and honed customer service, counselling, coaching, training, supervising and serving people. I want to make a positive contribution in any organization with utmost respect, excellent service, and full support.

Skills

- Meeting Sales Goals by monitoring progress
- Sales data evaluation and analyzation
- Creating and implementing sales plan
- Presentation skills
- Monitoring and Coaching Sales representatives
- Decision making
- Communication Skills
- Multi-tasking

Education Background

- FAR EASTERN UNIVERSITY
Bachelor of Science in Commerce Major in Marketing
Completed in 1999
- HOLY ROSARY COLLGE
Secondary Education
Completed in 1995
- BAGONG SILANG ELEMENTARY SCHOOL
GRADE SCHOOL LEVEL
Completed in 1991

Professional Experience

ENTREPRENUER, Wholesale and Retail Industry

January 2010 up to Present

- Responsible in updating account reports. Handle client's inquiries and concerns. Provides executive and administrative support and services.

MARKS & SPENCER, Rustan's Marketing Specialist Inc.

Senior Sales Associates/ MTM, June 2011 - June 2012

- Manage store operation. Maintain a safe, secure, and good working environment. Perform any related duties that ensure successful running store.

DUBAI DUTYFREE, Dubai International Airport

Customer Service/Sales Assistant, February 2008 -December 2009

- Perform a world class customer service. Provide a good sales performance. Manage ECR Cash handlings and sales report. Secure store inventory. Handle request for purchase and received deliveries. Maintain the product displays based on brand standard. Perform job-related duties as assigned.

ASUSTEK COMPUTER COMPANY, Taoyuan Taiwan R.O.C

Quality Control Inspector, Automated Optical Machine Operator,
August 2002 - August 2005

- Responsible to maintain the required standard based on product specifications. Handles visual and machine inspections. Coordinate with Brand Engineer and Team Leader to ensure the quality of our productions. Prepare production, visual inspection, and other related reports. Ensure that all the members of the team meet the required standards of brand specifications. Serve colleagues and handle trainings.

RUSTANS MAIN OFFICE, Marketing and Purchasing Department

Assitant Account Executive, January 2002 - April 2022

- Responsible in updating sales and stocks record. Accurately and constantly update data and record. Prepare documents for goods distribution and coordinate it with all branches. Handle and Prepare Supplier's products exhibit. Perform other job related duties.

EQUITABLE PCI BANK, Special Accounts Department

Account Secretary, July 2000 - December 2000

- Responsible in updating account reports. Handle client's inquiries and concerns. Provides executive and administrative support and services.

Achievements

June 2022

Overall Company Top 18 Performer for the year 2021
Overall Team Top 16 Performer for the year 2021

2015-2021

Consistent Team Top Sales Performer,
Travel Qualifiers, Achievers and Team Leader