PRINCESS RETUYA

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Manila, Philippines 1016

PROFILE SUMMARY

An organized and motivated individual capable of time management and working under pressure in all environments. Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings.

SKILLS & KNOWLEDGE

Adaptavility
Flexibility
Attention to Detail
Endurance during long shift hours
Multitasking Skills
Critical thinking skills
Excellent communication skills
Strong interpersonal skills
Transferable Skills
Lifting light to heavy objects
Hand Tools & Power Tools
Dependable & Responsible
Teamwork & Collaboration
Can drive a vehicle

PROFESSIONAL EXPERIENCE

Store Manager
154 Geek Trading (GEEK PH) **Feb 2021 - July 2023**

Ensure customer needs are met, complaints are resolved and service is quick and efficient.
Ensure all products and displays are merchandised effectively to maximize sales and profitability.
Forecast staffing needs and develop a recruiting strategy to provide optimal staffing in all areas.

Gas Station Supervisor
Platinum Petroleum Corporation (Global Oil) **Aug 2021 - Jan 2022**
Overseeing daily operations at a fuel station, a Gas Station Supervisor manages staff, ensures safety compliance, handles cash transactions, and maintains inventory. Key tasks include scheduling shifts, training employees, and resolving customer complaints.

Bakery Staff
Original Bakery **Dec 2020 - Jul 2021**

- Managing the baking ingredients inventory and requesting the purchase of stock.
- Maintaining a clean and tidy baked goods counter and performing other duties on request.
- Tracking ingredient expiry dates and arranging their use accordingly.
- Creating a welcoming and positive customer experience at the bakery counter
- Advising customers on baked goods selection and taking orders.

Sales Associate
Prescripto Perfumes **Apr 2019 - Oct 2019**
Man Pomade and Gears **Mar 2018 - Nov 2018**
Philippine Seven Corporation 7/11 **May 2017 - Jul 2017**

- Driven sales associate with years of sales experience in retail.
- Extensive knowledge of the product to sell.
- Product demonstration to the customer.
- Engaged with customers enthusiastically to drive sales.
- Process cash and credit payments as a cashier, using point-of-sale (POS) systems.

EDUCATION

Lyceum of the Philippines University
BA Multimedia Arts Jun 2014 - Mar 2020

LANGUAGE

- English

HOBBIES

- Singing / Music
- Reading Books
- Photography
- Sports Activities
- Arts