

KIMBERLY TIZON

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PROFESSIONAL SUMMARY

I have expanded my abilities to provide excellent service in a professional manner. My background in the service industry has equipped me with superior organizational and time management skills. I have outstanding problem-solving skills that allow me to respond to issues in a professional manner and offer resolutions. I would love to contribute my personal attributes and skills to your industry. I believe you will find my knowledge and exceptional communication skills to be a perfect fit for the needs of your organization

WORK EXPERIENCE

- **PROFESSIONAL MEDICAL REPRESENTATIVE** March 2022 - Present
HOVID INC.
 - Developing an in-depth understanding of company medications.
 - Building and maintaining good business relationships with customers to encourage repeat purchases.
 - Following up on leads generated by the company.
 - Preparing presentations for potential customers.
- **MARKETING PROFESSIONAL** May 2022 - Nov 2022
TOYOTA TAYTAY RIZAL INC.
 - Evaluating and optimizing marketing and pricing strategies.
 - Analyzing market trends and preparing forecasts.
 - Generating new business leads.
 - Increasing brand awareness and market share.
 - Coordinating marketing strategies with the sales, financial, public relations, and production departments.
- **SALES CONSULTANT** Apr 2021 - Apr 2022
FORD MARIKINA
 - Build and maintain relationships with clients.
 - Create compelling sales pitches.
 - Sell the company's products and services.
 - Complete all paperwork relating to a sale.
 - Perform research on the competition's services.
 - Reach out to potential clients to inform them about our products and services.

EDUCATIONAL BACKGROUND

- **TERTIARY** 2017-2022
ICCT College Cainta Campus
Bachelor of Science In Tourism

SKILLS AND COMPETENCIES

- Effectively manage my time through careful planning and organization of work activities
- Possess an aptitude for identifying and resolving problems efficiently
- Consistently meet deadlines and produce detailed, complete work at a high standard
- Ability to handle multiple tasks simultaneously
- Excellent organizational skills and attention to details
- High energy, positive team player with an excellent work ethic, flexible and dependable
- Systematic and has organized approach with strong time management skills for efficiency