**CURRICULUM VITAE**

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**NANCY KWASENGWI**

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**Date of Birth: 06 - 03 - 1984**

**Religion : Christian**

**Nationality : Cameroonian**

**Civil status : married**

**VISA Status: Tourist visa**

 **POSITION APPLIED: SALES AGENT**

**CAREER OBJECTIVE:**

*Providing customers with timely and accurate information as related to product specifications, pricing, delivery and order status*

***STRENGTHS***

* *Fluent in English &French*
* *Excellent communication skills*
* *Positive disposition*
* *Enjoys being with people*
* *Flexible with working hours*
* *Highly organized*
* *Punctual*
* *Great ability to work with a team*

**WORK EXPERIENCE:**

* ***Date. : April 2012 – May 2014***
* ***Tenure : Sales Agent***
* ***Organization : Ali & Son Bamenda Cameroon***
* ***Date : Jan 2008 – June 2011***
* ***Tenure : Sales Agent***
* ***Organization : Bob Furniture Douala Cameroon***
* ***Date : Jan 2004 – Dec 2007***
* ***Tenure : Sales Agent***
* ***Organization : Ngassa Supper Market Kumba Camerooon***

**DUTIES AND RESPONSIBILITY:**

* *Recommended products based on customer needs and desires, answered questions regarding products*
* *Maintained a knowledge of sales, promotions, store policies, and security practices*
* *Prepared sales slips and contracts, arranged delivery and facilitated special requests and orders*
* *Sold ancillary products such as insurance and service contracts, arranged financing options for customers*
* *Provided knowledgeable, honest, and superior customer service*
* *Consistently demonstrated professional customer service to external and internal showroom clients.*
* *Supported the branch achievement of target profit margins through innovative sales tactics.*
* *Identified and developed business strategies to improve sales, attract customers and support new and existing accounts*

**ADDITIONAL SKILLS**

* ***Language skills***
* ***Psychology coursework or training***
* ***Surveillance equipment knowledge***
* ***Knowledge of relevant federal and state laws***
* ***Ability to operate facility equipment and machinery***

**EDUCATIONAL QUALIFICATION:**

* *High School Certificate*
* *Secondary School Certificate*
* *BSC IN ENGLISH LANGUAGE*

**LANGUAGE KNOWN:**

* ***English speak read and write***
* ***French speak read and write***

*Hobbies include teaching make up tricks to neighborhood kids, reading magazines on economics and finance*

**DECLARATION:**

*I hereby declare that all the information's furnished above are true and correct to be best my knowledge and belief.*