

Princes Mhay Acupan



Objective

To attain challenging and dynamic career which will utilize my knowledge, skills and experience in any field.

Skills and Abilities

- Has knowledge in Micros (POS)
- Good oral and written skills
- Excellent level competency in computer
- Excellent in Microsoft office; Microsoft Word and Excel
- Quick learner
- Can work under pressure
- Can work detail oriented and organized;
able to read and understand the reported exceptions for multiple task orders of contracts.

Education

Associate in Computer Science

Colegio De San Gabriel Arcanghel - Philippines

SY 2018-2019

Graduated.

BS Computer Science

STI Fairview - Philippines

SY 2016-2017

3rd Year Undergrad.

Contact



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AL RIGGA DUBAI

Experience

AVCI HOME MAKER TRADING LCC.

AVCI GENERAL TRADING L.L.C is a wholesaler, importer and exporter of household items.

PROMOTER

(July 23 2019 – till date)

- Demonstrating and providing information on promoted products/services.
- Negotiating quantities and delivery timescales.
- Managing levels and distribution of stock.
- Setting stock promotions/price reductions as appropriate.
- Making reports to the salesman/manager.
- Making Orders.

HBC INC – PHILIPPINES

HBC INC of Philippines provides personal care products.

PURCHASING

(June 2018 – May 2019)

- Processed orders, ran bulk pick sheets, processed and printed invoices and created daily shipping logs.
- Documented all changes in computer tracking system.
- Monitored social media and online sources for industry trends.