



JENINE GARCIA

SALES EXECUTIVE

AL SATWA DUBAI, UAE

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SKILLS

VERBAL AND WRITTEN COMMUNICATION

COMPUTER AND TECHNICAL SKILLS

FLEXIBILITY AND ADAPTABILITY

GOOD COMMUNICATION,CUSTOMER SERVICE AND

RELATIONSHIP-BUILDING SKILLS

TEAMWORKING SKILLS

ORGANISATION AND TIME MANAGEMENT SKILLS

FLEXIBILITY

EXPERIENCE

2019-2021

SENIOR SALES EXECUTIVE

TABEER TOURSIM LLC

- *Meeting with clients virtually or during sales visits
- *Demonstrating and presenting products
- *Maintaining accurate records
- *Attending trade exhibitions, conferences and meetings
- *Reviewing sales performance
- *Negotiating contracts and packages
- *Working towards monthly or annual targets.

2017-2018

ENGLISH TEACHER

DIVINE MERCY, PHILIPPINES

Assessed, recorded and communicated student progress.

Organized learning resources and the classroom environment to facilitate a positive learning experience.

Balanced whole-group, small-group, & individual instruction to accommodate different

academic levels & learning styles; designed and implemented behavior modification system.

Identified children's individual and collective learning needs and planned, prepared and delivered instruction designed to capture students' interest and maximize individual learning.

EDUCATION

2016-2017

BACHELOR OF SECONDARY EDUCATION

BATAAN PENINSULA
STATE UNIVERSITY