**Curriculum VITAE**

**KRISTOFFER LEO B. VENTICAN**

Deira, Dubai, United Arab Emirates

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**Objective**: *To pursue a career according to my proficiency, expertise and experience relevant to a position that will contribute to the productivity and efficiency of the company; and, to enhance my knowledge, and develop my skill to impart a quality work for personal and professional advancement as well as to the benefit of the company.*

**WORK EXPERIENCE:**

***Sales Executive* |**April 2016 – Present

***Mercatis Plus International LLC*** (Bumble Bee – Level Kids/Dubai Mall)

*Responsibilities:*

* Welcome customers and proactively ask them how they can be assisted;
* Provide customers with product information/features they need;
* Demonstrate the working of a product when required;
* Ensure the cleanliness of the working area;
* Respond to customers’ requests and concerns in a courteous manner;
* Handle transactions efficiently and effectively;
* Manage product returns and exchanges;
* Ensure that all purchased items are delivered to the customers promptly;
* Replenish products in their respective areas;
* Order out of stock items in a timely manner;
* Provide administrative assistance to marketing department

Technical Sales Engineer | April 2014 – February 2016

***Excellence Appliance Technologies Inc*.** (Whirlpool Philippines)

*Responsibilities:*

* Communicate with the department manager and sales team for the prospect project, schedule initial site visit and design floor plan according to the specification of the client;
* Demonstrate how a product meets a client’s needs;
* Work with existing customers to help them secure the benefits of the products they purchased;
* Provide quotations and sales support during virtual and onsite client meetings;
* Conduct ocular inspection of the client's laundry location to make sure that the place is approved for installation of the washers and dryers;
* Design the position of industrial washers and dryers using AutoCAD and give the full pre-installation requirements;
* Lead and manage team for the proper installation of our product and demonstrate its function to the client.
* Perform testing and calibration of commercial laundry’s PCB to assure its functionality.
* Attend the clients' queries and concern while providing solutions to their concerns.

**Special skills:**

 • Sales and visual merchandising

• Highly customer service oriented

• Team player and Flexible

• Microsoft Office (Word, Excel, PowerPoint)

• Troubleshooting, Calibration

• Can work under pressure, willing to be trained and can adopt different working environment.

• Self-motivated professional, honest, responsible and determined person in my work.

**Extra-curricular activities:**

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| --- | --- |
| **Internal Vice President** Institute of Electronics and Communications Engineering of the Philippines – USL Student Chapter,University of Saint Louis Tuguegarao | June 2012 – March 2013 |
| **Finalist in Ten Outstanding Youth Leaders**2010 Ten Outstanding Youth Leaders of Tuguegarao | March 2010 |

**Educational Background:**

Tertiary: **Bachelor of Science in Electronics and** June 2008 – April 2013

**Communications Engineering** ***University of Saint Louis***

*(Tuguegarao City Mayor’s Scholar)*  Tuguegarao City

Secondary: June 2004 – March 2008

***Cagayan National High School***

 Tuguegarao City

**Personal Information:**

|  |  |  |
| --- | --- | --- |
| Age | : | 28 |
| Gender | : | Male |
| Birth Date | : | 22 March 1992 |
| Civil Status | : | Married |
| Nationality | : | Filipino |
| Height | : | 5’9” |
| Weight | : | 70 kg |

**character references:**

1. **Mr. Abdallah Salum**

Store Manager

 Mercatis Plus International LLC - Bumble bee (Dubai)

+971 55 743 4168

1. **Ms. Windy N. Punzalan**

Sales Manager

Excellence Appliance Technologies Inc.

+63 917 823 6285

I hereby declare that all information stated therein are true and correct.

**KRISTOFFER LEO B. VENTICAN**