

# CURRICULUM VITAE

## PERSONAL DETAILS :

Name : STEVEN MAWANDA  
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Visa status : Visit Visa  
Nationality : Uganda  
Marital status : Single  
SEX : Male  
Passport No. : A00023354  
Covid -19 Sts : Vaccinated  
Address : Dubai (Salah Al Din) al Muteena Street



## APPLYING FOR SALES MAN

### PERSONAL PROFILE

I am very hardworking and committed to the work given to me, time cautious, work under pressure, job is my first priority and my boss, committed to work and team work is my happiness.

### WORK EXPERIENCES

COMPANY: Do Freeze Euro cake LLC  
POSTION: Salesman/ Multi-task  
DURATION: Two Years

COMPANY: The Furniture Workshop Uganda  
POSITION: Salesman /Administrative Assistant  
DURATION: 2 Years

### DUTIES AND RESPONSIBILITIES

- Ensure high levels of customer satisfaction through excellent sales service
- Assess customers needs and provide assistance and information on product features
- Welcome customers to the store and answer their queries
- Follow and achieve department's sales goals on a monthly, quarterly and yearly basis
- Go the extra mile" to drive sales
- Maintain in-stock and presentable condition assigned areas
- Actively seek out customers in store
- Remain knowledgeable on products offered and discuss available options
- Process POS (point of sale) purchases
- Cross sell products
- Handle returns of merchandise
- Team up with co-workers to ensure proper customer service
- Build productive trust relationships with customers
- Comply with inventory control procedures
- Suggest ways to improve sales (e.g. planning marketing activities, changing the store's design)

## PERSONAL SKILLS:

- Customer service oriented
- Good at written and spoken English
- Ability to work independently as well as part of team Understanding production and events industry
- Good interpersonal skills
- Problem solving and fault - finding skills
- Ability to follow equipment lists to prepare technical equipment leaving the warehouse to a high standard
- Ability to work under pressure
- Basic understanding of reading technical plans
- Good at understanding of safety and HSE guidelines

## OTHER SKILLS:

- Office Management
- Good communication skills
- Good Time management

## EDUCATIONAL QUALIFICATIONS

- High School Certificate in Uganda

## LANGUAGES

- English

## HOBBIES

- Production
- Making friends

## REFERENCES:

Will Be Available Upon Request

## DECLARATION

I am STEVEN MAWANDA declare that the information presented above is strictly binding on to me.