

Sales Specialist

Sales Management and Customer Service Specialist

PROFILE

As a person with the experience of running my own sales business, I believe that building relations is key to success. Values, which are important to me in the workplace are honesty, conscientiousness and a passion for achieving goals together. I am now looking for a chance to develop my skills in a new environment.

EXPERIENCE

08.2015 – Current; Business owner - 2 *The Best* franchise grocery shops

- Assurance of continuous functioning of 2 FMCG convenience stores
- Assurance of full legal compliance of the business
- Keeping the highest quality standards of a nationwide brand
- Hiring and keeping employees in accordance with the Labour Code
- Contract management with local suppliers
- Training employees in all aspects of shop operation

04.2013 – 08.2015; Grocery store cashier – *The Best* store

- Daily Customer service and relationship management
- Kept proper product display and tidiness in the shop
- Took in deliveries according to documentation
- Opened and closed the shop; handled cash at the till

06.2011 – 02.2012; Customer service employee – X Foods sp. z o.o.

- Customer service according to the X brand standards
- Preparation of orders in line with the recipes
- Tidiness upkeep and health and safety code compliance

EDUCATION

01.2019 – current Imaginary Language School, Gdańsk, PL

Swedish language course

2009 – 2012 Magical University, Gdańsk, PL

Fascinating studies – discontinued

2009 – ? Liceum Ogólnokształcące, Gdańsk, PL

Secondary Education - graduated, final exams (*Matura*) passed

CONTACT INFORMATION

name.surname@alias.com

+48 111 222 333

Gdańsk, Poland

LANGUAGES

Polish – native

English – B2

Swedish – A2 (continuing)

SKILLS AND QUALIFICATIONS

Personnel management (staff of 10)

Sales employees recruitment

Customer relations

Expectations management

Visual merchandising

Ability to work unsupervised

Computer and till operation

B category driving license

INTERESTS

Biology

Literature

Cycling

I hereby give consent for my personal data included in my application to be processed for the purposes of the recruitment under the General Data Protection Regulation, Regulation (EU) 2016/679 point 6(1)