

Kronolojik CV-İngilizce

NAME SURNAME

Address

Telephone

E-Mail

Profile

An experienced sales person with strong selling and customer relation skills and proven organizational and managerial abilities.

Employment History

September 2020 – present **Assistant Manager** ABC Office

- Responsible for supervising 3 members of staff, including staff rots, holidays, sickness.
- Communicating with customers regarding sales enquiries and complaints.

June 2018 – October 2020 **Sales Assistant** XYZ Office

- Selling items of ladies clothing to customers.

October 2015 – May 2016 Part Time **Sales Assistant** ABC Office

Education & Training

2010 - Data-Tec Computer Training Ltd.

Computer Literacy and Information Technology - Stage 2

Microsoft Office User Specialist

2007 - St Mary's High School, Richmond

3 A Levels in English Literature, English Language and Art

5 O levels in Physics, English Language

Interests and Pastimes

I am interested in computing and am constantly increasing my skills in this area.

References

Available upon request