



SUIRU RUPERT SHALANYUY

SALES EXECUTIVE

Highly proficient with 4years experience and looking to utilize profound skills in sales and marketing, human relations, customer management, market analysis, promoting products, and soliciting new client relationships with the aim of increasing the company's sales goals effectiveness as a Sales Executive.

+971 506334806

ruperttyler72@gmail.com

<https://www.linkedin.com/in/suiru-rupert-667103172>

Skills

Effective sales techniques	●	●	●	●
Excellent communicator	●	●	●	●
Stocking and Replenishing	●	●	●	●
Problem solving	●	●	●	●
Expert knowledge of the selling process	●	●	●	●
Organised and excellent team player	●	●	●	●
Optimistic and a positive can-do attitude	●	●	●	●

Education

2015 – 2019

Douala Institute of Technology

Bachelor of Engineering

2021

ETS

TOEFL iBT

2022

LinkedIn Learning

Critical Thinking

2022

LinkedIn Learning

Being An Effective Team Member

Experiences

2017 – 2019

SANTA LUCIA DOUALA

- Evaluate the financial aspects of product development
- Identify and evaluate marketing strategies
- Create marketing strategies
- Providing excellent customer service to all customers, at all times
- Building relationships with new customers and distributors
- Evaluate marketing strategies
- Identify the financial aspects
- Working a fast-paced and high-volume retail environment
- Deal with customer feedback, enquiries, complaints and refunds
- Ensuring that business paperwork is stored in a secure location
- Protecting client's personal data and information
- Identify and evaluate marketing strategies

2019 – 2021

SOREPCO DOUALA

- Maintained organized, presentable merchandise to drive continuous sales.
- Analyzed and properly processed product returns, assisting customers with finding alternative merchandise to meet needs.



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Experiences

- Worked alongside retail representatives to boost sales by enhancing product presentations and advertising collateral.
- Providing excellent customer service to all customers, at all times
- Organized racks and shelves to maintain store visual appeal, engage customers and promote specific merchandise.
- Ability to demonstrate products and deliver effective sales presentations to win new business.
- Acting as a bridge between the company and its current market and future markets.
- Addressing customer questions and concerns regarding products, prices, and availability.
- Deal with customer feedback, enquiries, complaints and refunds
- Following policies and procedures to ensure customers are treated fairly and equally.

Achievement

2019 – Douala Institute of Technology

1st class Hons degree in Bachelor of Engineering



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RE: Sales Executive,

Dear Hiring Manager,

Please accept this letter as an expression of my interest in the Sales Executive position. I am a highly motivated and progress-focused Sales Executive with a long-standing background in this industry. With a track record of initiative and dependability, I have devised strategic initiatives which I believe will prove valuable to the company .

Throughout the course of my career, I have perfected my order management and inventory management abilities. I am capable and consistent problem-solver skilled at prioritizing and managing projects with proficiency.

In my previous role, I contributed critical thinking, problem-solving, and performance management toward team efforts and business improvements. I am progressive minded and in tune with new developments in my field. I have proven to be effective and collaborative with strong time-management talents. I enjoy collective brainstorming sessions which all me to coordinate activities to achieve a common goal.

Please take a moment to review my attached resume and credentials. I would greatly appreciate the opportunity to speak with you regarding my candidacy.

Thank you for your consideration.

Sincerely,

Suiru Rupert Shalanyuy