



Daisy Cahilig Vicera

SENIOR SALES ASSOCIATE

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SKILLS

- ❖ I'm able to work under pressure, flexibility of schedule, willing to undergo more trainings
- ❖ Knowledge in reconciliation and organizing of documents and stock management
- ❖ Highly reliable self-starter; can be counted on to complete tasks and have a professional attitude
- ❖ Self-motivated; able to learn on own initiative; love to challenge my self to do more
- ❖ Experience working as a sales consultant in retail setting
- ❖ Strong ability to attend to customers politely and respectfully, and to offer service that exceeds their expectations.

EDUCATIONAL ATTAINMENT

HIGH SCHOOL GRADUATE

BATCH: 2006 – 2011

SCHOOL: Gov. Julio V. Maja Mem. Comp. High School, Caridad Hamtic Antique

PERSONAL DATA

DATE OF BIRTH: December 23, 1994

GENDER: Female

NATIONALITY: Filipino

LANGUAGE: English and Filipino

WORK EXPERIENCE

COMPANY: APPAREL QATAR W.L.L

DATE: December 2021 – Present

POSITION: Senior Sale Associate

BRAND: LEVI'S

COUNTRY: Doha, Qatar

DUTIES AND RESPONSIBILITIES

- ❖ Welcome customers with a big smile and ask if there's anything I can help them with.
- ❖ Pay attention and identify customer's needs and provide correct answers to them on questions concerning all products.
- ❖ Offer them the best-selling items and new collections. If they can't find what they're looking for, suggest them alternatives.
- ❖ Provide answer to questions relating to price, benefits, features and use of merchandise/product.
- ❖ Achieve individual and stores sales and KPI by maximizing every opportunity to make sales.
- ❖ Maintaining the exceptional customer service to achieve the business plan.
- ❖ Ensure proper customer records, security of stocks, and handling of cash in line with company processes and procedures.
- ❖ Provide support to new member of staff, assist them with answers to queries on issues they have no knowledge of.
- ❖ Perform till duties, including return and exchange processing.
- ❖ Open and close the store and on how to run it even without the presence of the manager.
- ❖ Handles customer problems and assure them that we will help them in the best way we can.
- ❖ Make sure that all the important reports and papers are reconciled and organized for future references.
- ❖ Organizing and updating all kinds of licenses that needs for the store.
- ❖ Take proper and accurate records for all stock, and check prices.

COMPANY: Lulu Hypermarket

DATE: September 2019 – December 2021

POSITION: Cashier

COUNTRY: Doha, Qatar

COMPANY: Pro Star Marketing (Team Support)

DATE: June 2018 – March 2019

POSITION: Sales Demo

COUNTRY: Philippines

REFERENCE: Available upon request