

PROFILE

A responsible and ambitious woman is looking for a career as a **sales assistant and who can inspire shoppers for an endearing experience**. Honest and hardworking, can push all boundaries to attain and expand the experience in sales. Accompanied with a good sense of style, can use the set of skills developed from the retail industry successfully which helps me to explore my true potential.

Karrie J. Mattenson

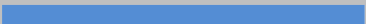
RETAIL SALES ASSISTANT

AREAS OF EXPERTISE

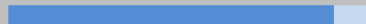
- Satisfying customers
- Increasing the sales number
- Flexible to work at any time

LANGUAGES

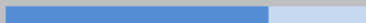
ENGLISH



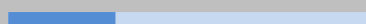
SPANISH



GERMAN



FRENCH



CONTACT ME



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JOB EXPERIENCES

SALES ASSISTANT

Aug2010- Present

Showbiz Ltd. - Pushing boundaries to achieve better sales number which contribute to the **overall reputation and profit to the store** and also to ensure that each shopper experiences a better service while shopping which enhances the whole experience.

Responsability: 1) Looking after **refunds and discounts** that might be applicable to the customers as and when advertised or approved by the store. 2) To check out the existing **stock** or incoming ones via the stock management system. 3) Ensures that the store is secure by assuming the responsibility of being the **key holder**. 4) **Managing the store** in the absence of other senior members. 5) **Replacing products** on the mannequins instantly once it's empty. 6) Ensuring that the workplace is clean and well managed and looked after.

JUNIOR SALES ASSISTANT

Feb2013- Jun2014

Howink Ltd - Helping out customers while shopping to enhance their experience. Attending the sales counter and helping shoppers. Contributing to the store by increasing the sales by making apt suggestions to customers.

SALES AND RETAIL SKILLS

ABLE TO GET ON WELL WITH PEOPLE



ENERGETIC



CONFIDENT AND TACTFUL



RELIABLE AND RESPONSIBLE



EDUCATIONS

DIPLOMA IN RETAIL

Sep2008- Jui2012

Completed case studies relevant to retail operation polices and procedures

Completed group projects that reflect retail store operations, including the techniques taught in the specific courses and overall diploma topics

Completed PowerPoint presentations that demonstrate their plan for maximizing store operations, to be reviewed and critiqued by a panel of industry experts