



ENOCK KIPROTICH CHERUIYOT

Business Administration.



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SUMMARY

As an ambitious and enthusiastic individual, I am seeking a challenging career within a progressive organization. Recent graduate of Business Administration with good interpersonal communication skills in addition to a confident approach and professional attitude. Seeking an opportunity to utilize these skills more effectively and working towards achieving organisational goals.

EXPERIENCE

Salesperson and Trade Developer

Airtel Telecommunications Ltd. Sept 2016 to Jan 2018

- As a sales person and sales team leader my role was to plan, develop and implement effective marketing communication.
- Using full marketing mix for the company's marketing communications.
- Distributing marketing collateral ie brochures to customers across the streets, households and posting at the doorsteps in various shops and outlets.
- As a Trade Developer I played the role of recruiting mobile money agents and offering them training for the purpose of carrying business transactions to enhance trade of the business products and services to customers.

Technical Skills

- Meta Trader 4
- Microsoft Office-Excel PPT, X and word
- Google Docs.

Personal Skills

- Team player
- Negotiation skills
- Customer skills
- Time management
- Networking
- Sales skills
- Leadership skills
- Communication skills
- Organizational skills
- Analytical skills
- Report writing
- Detail orientation

Self-Max- Sales person Jul 2016 to Aug 2016

- Identify prospective customers, lead generation and conversion
- Contact new and existing customers to discuss needs
- Emphasize the features of products to highlight how they solve customer problems
- Answer questions about the products
- Negotiate prices and terms and prepare sales agreements
- Collaborate with colleagues in many different sectors
- Maintain contact lists and follow up with customers to continue relationship.

EDUCATION

Diploma in Business Administration.

University of Kabianga Sept 2019 -June 2021

Certificate in Business Administration

University of Kabianga Sept 2018 - April 2019

Boito Boys High School KCSE 2011-2014

AIC Tumaini Academy 1999-2010

Volunteer Work and Affiliations

- Member, Kericho Dairy Development Organization May 2022 to Date Customer service assisting in dairy value chain action and project implementation.

- Volunteer affiliate at HFM Broker -assisting in analysing financial markets so as to reach clients in Forex Trade accounts

Co-curricular activities and Hobbies

- Reading books and inspirational journals for skills enhancement
- Travelling
- Participating in community social work
- Attending seminars,exhibition for personal growth

REFEREE

- Byron Alaka -Area Sales Manager Telkom Kenya 0772929243. byron.alaka@gmail.com.
- Joel Ruto -Chairman Kericho Dairy Development Organisation 0725055251 joelrutoh@gmail.com
- Dr Kingori Gachuhu-H.O.D University of Kabianga pkingori@kabianga.ac.ke