**CARLOS OLIVEIRA**

Sales | SEO | Marketing

🕻 021 12345678

🖃 Carlosolivira@umbrella.com

123 Upper Raccoon City, Arklay

**Skills**

* Advanced skills in MS Word, Office, Excel, and PowerPoint, admin and data entry
* Proficient in Adobe products - Photoshop, Illustrator, and Premier Pro
* Social media Content creation and marketing
* Customer service Experience

**Other Projects**

* (list any related projects or achievements here)

**Interests**

* Fishing

**About Me**

Collaborated with top sales associates in the automobile industry. Provided social media design and marketing on company social media profiles.

**Work History**

**Redfield Motors – Vehicle Sales Associate - Current**

Car salesman for Nissan vehicles, managing finance agreements and meeting quarterly sales targets

**Sultan of Swing Motors – Social Media Marketer – 20XX – Dec 20XX**

Maintaining and managing social media profiles for Facebook and Instagram, advertising latest vehicles in stock, Facebook Ad optimization and Google SEO.

**Champion rentals – Customer Service person 20XX – 20XX**

Assisting customers with vehicle rental enquiries, processing rental contracts, upselling packages

**Education & Training**

**University of BOB – NZ, Kerikeri – graduated June 20XX**

NZ bachelors in Business Administration

**References**

**Available on request**

**CARLOS OLIVEIRA**

Sales | SEO | Marketing

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**Licences & Certifications**

*(List any relevant certifications if relevant)*

*(Feel free to use this page if you run out of room on the first page)*