



Walter Salvador

ENCODER | DATA ENTRY

EXECUTIVE SUMMARY

I am an account handler with strong interpersonal skills, highly creative and motivated to help businesses acquire and maintain clients long-term.

CONTACT DETAILS

Mobile Phone: 0976 161 2531
Email Address: tenkujichann@gmail.com
Home Address: Lower Rock Quarry
Baguio City 2600
Philippines

PERSONAL SKILLS

- Excellent communication skills, fluent in 2 languages (English, Tagalog)
- Strong interpersonal skills

WORK EXPERIENCE

Business Unit Head

Primmux Sales, Ltd. | June 2017-present

- Manages a group of sales executives focused on client services
- Ensures adherence to the company code of conduct
- Hires and trains new personnel

Account Handler

ProdHub Retail Company | May 2012-June 2017

- Handled client acquisition and servicing- Liaised between the clients and suppliers- Ensured customer satisfaction by handling day-to-day affairs

ACADEMIC PROFILE

Easter Collage

Information Technologies Senior High

Majored in Information Technologies, with a minor in accountancy

Graduated with distinction, with a GWA of 3.25
Won the Belletonne Young Entrepreneurs Challenge

Easter Collage

Information Technologies

North Belletonne Academic Scholar

Graduated with a GWA of 3.6

President of the Young Entrep Circle

Member of the Debate Team

Editor for the Belletonne Post

MY INFORMATION

Full Name: Walter L. Salvador

Age: 19

Address: Lower Rock Quarry

Origin: Nueva Ecija

Date of Birth: January 12, 2004

Religion: Roman Catholic