

John Addo

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Summary: Experienced Sales Representative with over 2 years of experience in Sales and Marketing. Excellent reputation for resolving problems and improving customer satisfaction.

Skills

Management Skills

Liaison skills

Interpersonal Skills

Leadership

Active listening

Communication and Motivation

Organization and Delegation

Problem solving and decision making

Mathematical skills

Sales skills

Technical Skills

Digital Marketing

Data Analysis

Web development

Technical writing

Microsoft office (Word, Excel, PowerPoint)

Work History

2020-08 - 2020-10

Corper's Liaison Officer- National Youth Service Corps (NYSC), Ibadan, Oyo

- Worked to maintain outstanding attendance record, consistently arriving to work ready to start immediately.
- Coordinated Corp members activities and ensured compliance to Employers
- Helped new Corp members to locate their place of primary assignment and provided necessary orientation to help them settle and function effectively
- Recorded and kept necessary documents of Corp members for necessary or needed official use

2018-11 - 2019-07

Sales Manager- Covenant Supermarket And Store, Calabar, Cross-River

- Monitored customer buying trends, market conditions and competitor actions to adjust strategies and achieve sales goals.
- Developed value-added solutions and approaches by leveraging trends in customer marketplaces and industries.
- Improved sales processes to streamline customer acquisition and onboarding strategies.
- Collaborated with internal teams and suppliers to evaluate costs against expected market price points and set structures to achieve profit targets.
- Coached employees in successful selling methods and encouraged cross-selling to drive revenue.

2018-05 - 2018-11

Student Research Assistant- GBT Molecular Laboratory, University Of Calabar, Calabar, Cross-River

- Analyzed statistical data using both modern and traditional methods.
- Planned, modified and executed research techniques, procedures and tests.
- Investigated the evolutionary biology of various livestock and aquatic organisms
- Assisted in research support of data processing operations for large survey research projects.
- Performed Molecular analysis on Aquatic specimens.
- Collected, prepared and tested wide range of biological samples.
- Documented procedures and results with high degree of accuracy and precision.

2017-03 - 2017-10

Industrial Trainee- Institute Of Oceanography, University Of Calabar, Calabar, Cross-River

- Bred and Cultured important aquatic stocks till they are mature for market exchange
- Produced Fingerlings and Hybrid stocks for supply to Aquatic farmers

- Produced necessary aquatic feeds to aid growth and development of aquatic stocks
- Analyze and control biological and physiochemical properties of culture environment

2015-10 - 2017-03

Sales Representative- Semek Group Of Companies, Calabar Branch, Calabar, Cross-River

- Devised and implemented product strategies for filling market gaps and driving consistent sales.
- Drove business development through proactive networking and relationship-building strengths.
- Increased revenue by acquiring new customers and determining needs to offer relevant products.
- Determined problem areas and resolved issues related to profitability and business objective achievement.
- Reached out to customers after completed sales to evaluate satisfaction and determine immediate service requirements.
- Helped resolve client problems quickly with superior customer service.

2014-09 - 2015-02

Classroom Teacher- Rheo Kiddies Academy, Ondo, Ondo

- Documented attendance, assignments, grades and participation for over 60 students.
- Administered quizzes and tests to assess student understanding of material.
- Organized classroom supplies and decorated walls to create fun, nurturing settings and meet learning needs.
- Boosted individual perseverance and resilience by setting challenging goals and providing realistic support.
- Drove student learning by establishing clear classroom plans and group objectives, as well as actionable strategies to achieve each goal.
- Developed and distributed study guides to reinforce lecture details and help students with test preparation.
- Assessed student learning progress and comprehension with routine tests and standardized examinations.

Education

2015-03 - 2019-03

Bachelor Of Science: Genetics And Biotechnology

University Of Calabar, Calabar - Cross-River State

2011-01 - 2014-06

National Certificate In Education: Physical And Health Education/ Biology

Adeyemi College Of Education, Ondo - Ondo

Certifications

2020-05

Fundamentals of Digital Marketing

Google Digital Skills For Africa

2020-08

Certificate of Achievement

Jobberman Soft-Skills Training

Interests

Forensic Medicine

Biomedical Informatics

Evolutionary Genetics

Industrial Biotechnology

Awards

Certificate of Merit in Biology

National Association of Mathematics and Science Olympiad (2009)

Best Yoruba Indigenous Student

Oodua University Staff Association (University of Calabar chapter)- 2019