**Shimon Adan Peretz**

38D Trion Towers, 8th ave cor Mckinley Parkway, Fort Bonifacio, Taguig

+639569672534

Email: [shimon.ashihmin@gmail.com](mailto:shimon.ashihmin@gmail.com)

**PERSONAL PROFILE:**Date of Birth: August 16, 1986  
Place of Birth: Novosibirsk, Russia

Nationality: Israel

**Work Experience:**

2016 – Present: **Head of Customer Support, Risk Manager and Financial Director Limitless PSI**

* Built the customer support team at the start of the company.
* Manage the costumer support and the back-office team, 15-20 employees.
* Set up the sales, compliance and KYC process of the company.
* In charge of payment solutions, payment processors and ensuring cash flow.
* Responsible for all documentation and legal structures for the entire operation.
* Make the financial reporting to ensure that the company stays on track in terms of revenue.

2015-2016: **Office Manager Spring Lake Limited**

* Set up the business, including all infrastructures (Purchasing and setting up office equipment, internet and phone providers)
* Handled the Accounting Department
* Handled the Human Resources Department

2012-2015: **Russian Desk Manager Next trade LTD.**

* Built the Russian team for Conversion, Retention and Customer Support.
* Managing 5 conversion agents, and 3 retention agents.
* Responsible for meeting the sales goals and building the sales strategy.

2011-2012 **Salesperson YES satellite television company.**

* Door to door selling of subscription`s

2009-2011 **Retention Agent** (HOT)

* Responsible to keep unsatisfied costumers in the company.
* Responsible for upgrading the plan of existing customers.

2008-2009 **Technical Support** (HOT)

* Providing technical support to the clients of the company.

**Skills:**

* Development Training programs
* Translator (Russian, Hebrew, English)
* Documentation (Setting up legal structures for companies
* Financial Management
* Team Building Expertise
* Processing Management

**Languages:** Russian (Native)

Hebrew (Native)

English (Fluent)

**Education:**

**2018-Frontend web development.**

**2012** –Sales Management Course

**2010** – C# Programming Course

**2008** - Basic Accounting (Type 1 and Type 2)