

# ROBERT SMITH

## Senior Clothing Sales Associate

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### SUMMARY

Senior Clothing Sales Associate with 11 years of experience in the Clothing Sales, is seeking to obtain the position of clothing sales associate with a view to utilizing my experience in the field of sales contributing towards effective service in a renowned retail store.

### SKILLS

Retail Sales, Knowledge Of Clothes, Fabrics, And Accessories Possess Excellent Sales, Marketing And Negotiation Customer Service Oriented With Good Communication And Time Management, Ability To Provide Service In A Quick And Efficient Manner, Knowledge Of Basic Accounting And Cash Handling With Ability To Meet Sales Target

### WORK EXPERIENCE

#### Senior Clothing Sales Associate

Mega Planet Mall, Tashkent / Uzbekistan - June 2011 – Present

- Responsible for interacting and communicating with customers on phone or in person to determine and meet their merchandise requirements.
- Responsible for responding to customer queries and update latest upcoming dress to customers.
- Performing the tasks of entering name and phone numbers of potential customers for future reference.
- Answering telephones and give information to callers, take messages, or transfer calls to appropriate individuals.
- Operating the office equipment, such as fax machines, copiers, or phone systems and arrange for repairs when equipment malfunctions.
- Responsible for responding to customer queries and update latest upcoming dress to customers.
- Responsible for providing knowledge of the fabrics and materials to customers.

#### Sales Staff

Esperado Clothing & Accessories, Tahkent/uzbekistan - April 2006 – May 2011

- Responsible for providing excellent customer service by offering ideas on the selection of clothing and accessories.
- Performing the responsibilities of cleaning the store to make it appear in an appealing and presentable manner.
- Responsible for providing knowledge of the fabrics and materials to customers.
- Handling the tasks of preparing and maintaining sales record on a daily basis.
- Participating in sales training and programs to enhance sales skills and techniques.
- Conducted searches to find needed information, using such sources as the internet.
- Did multiple jobs at the same time when the company was short staffed.

## SCHOLASTICS

- Bachelor's - 2011(Tashkent State Economics University )