Kamilah Hilaire

30 Rosslyn Street,

Belmont.

To whom it may concern,

I am a student of Tranquility Secondary School where I am pursuing Mathematics, Social Studies ,English A ,Chemistry, Food And Nutrition, Clothing And Textiles, Technical Drawing and Visual Arts for my upcoming 2016 C.X.C examinations. I possess a great interest in the customer service department and as such, I wish to apply for a position that contributes to the development of such interest.

Your organization is quite a reputable one and I am well aware of the ever-increasing need for efficiency in all areas of customer service in order to achieve maximum customer satisfaction. To be given the opportunity therefore, to join your team and contribute to the continued expansion and development of your company would be greatly appreciated.

I am a very hard working and success driven individual who wishes to work with a result-oriented team. I am a very fast learner and I can work very well under pressure. I would also like to assure you that upon accepting my request for employment within your organization, every venture will be made on my part to lucratively complete all assigned tasks.

Please look below for attached copy of my resume.

Thank you in advance for your kind co-operation. If you have any questions or concerns you may contact me at any time convenient to you. I look forward to your favorable response.

Respectfully

Kamilah Hilaire

APPLICANT

***Kamilah Hilaire* 30 Rosslyn Street Belmont.**

**hilaire\_kamilah@yahoo.com 627-0884(h), 482-9529(c)**

***Objectives:***

To become an indispensable element of a value driven organization that provides ample growth opportunities in a continuous learning environment that encourages optimum utilization of my [knowledge](http://hubpages.com/topics/education-and-science/home-schooling-and-life-experience-education/knowledge-and-wisdom/3862) and skills.

***Core Competencies:***

* Knowledge of supermarket products.
* Skilled in handling and maintaining good rapport with customers.
* Ability to operate basic computer applications and the Internet.
* Strong, organizational and has the ability to meet sales target.
* Possess excellent communication and negotiation skills.
* Ability to work in a team with strong with multitasking skills.

***Designation: Sales Associate***

* Responsible for stocking shelves and helping customers and maintaining the store.
* Handle the tasks of assisting customers by providing tips and methods of goods.
* Perform responsibilities of welcoming and handling customer queries on food products.
* Ensure that the products are well stocked to meet customer requirements on time and efficiently.
* Perform the tasks of ensuring that the goods and services are looked after in a well manner.
* Can handle the tasks of answering customer questions about products and prices of items on shelves.
* Responsible in the field of communicating with new and existing customers to meet their needs of specific products and services.
* Capable of handling the tasks of preparing daily sales report and update the same to the Manager.
* Perform other essential tasks as required under the instructions of the sales manager

***Education:*** Tranquility Secondary School; 2010-2016

***References:***

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| --- | --- | --- |
| **Name** | **Occupation** | **Contact** |
| Shelly-Ann Tenia | Anglican Revenant | 739-0177 |
| Dayn Harris | Petroleum Engineer | 399-5695 |
| Brenda Reid | Accountant | 620-4804 |
| Marcus Dingwall | Teacher | 681-7843 |