

Tate Publishing Philippines Interview Form

Name: Raphael Isaac C. Tutting
 Contact Number: 0915 242 9973
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 Position Applied For: Sales Acquisitions Editor

What do you know about the nature of the work?

BSN - 3rd yr. college
 more on sales - transactions

What do you know about Tate Publishing? (ERP)

word of mouth - by friends - know that Tate has big ops.

About recent employer

really really good, nice, 1st time to experience that the owner really manages the business, takes no lunch during meetings and very open for any questions regarding with your area

Gaps in employment

He 9 sons corp - 3 mos - 3 mos. Warehouse was hit by the typhoon - Warehouse - can't
 Organix Tech Solutions Corp - 5 mos (offered a better job) re construct for a year

Relationship with previous/current workmates

No bad / negative stuff, good friends, relates,

Career Plan 5 years from now

2 years - career growth / promoted
 5 years - same to pursue studies or have own business

How do you deal with pressure?

- listen to music / sing

Current Salary and Expected Salary

Commercial & Industrial Specialist - 19 k basic - 24 k
 Senior Process Executive - Organixant - 17 k basic - 20 k
 Expected - 22 k +

Availability, Issues with Night Shift

ASAP / No issues with night shift

Very good communication skills - 9
 Confidence - 9
 Consistency - 9
 pleasing personality - 9

RAPHAEL ISAAC C. TUTING

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QUALIFICATIONS SUMMARY:

*Values integrity and commitment towards customer service excellence. *Creative, pragmatic and proactive problem solver. *Organized and attentive to detail especially in dealing with billing and sales transactions. *Dynamic oral, writing, interpersonal, and presentation skills. *PC proficient.

PROFESSIONAL EXPERIENCE:

***Commercial and Industrial Specialist**

He and Sons Corporation
Chevron/Caltex Lubricants

September 23, 2013 – Present

Duties: Visits and identifies prospect's needs. Negotiates and closes deals maintaining high level of customer satisfaction in every transaction. Processes sales, payments, and reports.

***Senior Process Executive**

Cognizant Technology Solutions Corporation
ING Group

April 22, 2013 – September 17, 2013

***Sales Representative - Publishing Consultant**

Author Solutions, Inc.
iUniverse Publishing

November 7, 2011 – March 29, 2013

Duties: Calls and identifies prospect's needs. Negotiate and close a deal maintaining a high level of customer satisfaction in every transaction. Process sales for payments. Constantly meets monthly target or quota.

Notable Achievement: Top 3 Publishing Consultant for July 2012

***Customer Service Representative**

Sykes Marketing Services, Inc.
Ally Auto Financial

Aug. 3, 2009 – Aug. 31, 2011

Duties: Handles account inquiries such as billing and product specifications, customer complaints or support issues.

***Sales Representative**

Aegis PeopleSupport

Expedia

Aug. 1 2008 – June 10, 2009

Duties: Consultatively sells to customers maintaining customer service excellence.
Process payments and billing transactions.

CHARACTER REFERENCE:

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Account Manager
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PERSONAL INFORMATION:

Birthday: October 24, 1987
Age: 24
Sex: Male
Civil Status: Single
Religion: Roman Catholic
Nationality: Filipino

Educational Attainment:

Tertiary Level:

Bachelor of Science in Nursing
University of the Visayas
2006-2009

Bachelor of Science in Nursing
Centro Escolar University
2005-2006

Secondary Level:

O. B. Montessori Center
Greenhills, San Juan
2002-2005

Claret School of Quezon City
Teachers Village, Quezon City
2001-2002

Primary Level:

Roosevelt College Cubao
Cubao, Quezon City
2000-2001

Saint Francis of Assisi College
Las Pinas, Metro Manila
1999-2000

O. B. Montessori Center
Greenhills, San Juan
1995-1999