

RESUME

CHAN SEONG WEI @ EDDIE CHAN

Summary	I am a Diploma holder in Hotel & Catering Management, and have been adventuring to different industries for the past twenty years, including service, heavy machineries, Fast Moving Consumer Goods (FMCG), and retail. I am a team player and enjoy meeting people.		
Address	48 Jalan Merbah 6, Taman Scientex, 81700 Pasir Gudang, JOHOR.		
NRIC	710821-06-5319		
Date of Birth	21/08/1971		
Contact Number	014 - 613 8305		
Email Address	eddie.csw@gmail.com		
Marital Status	Single		
Race	Chinese		
Religion	Buddhist		
Language Proficiency	Bahasa Malaysia	Spoken 8/10	Written 7/10
	English	Spoken 8/10	Written 7/10
	Mandarin	Spoken 8/10	Written 5/10
	Cantonese	Spoken 8/10	
	Hakka	Spoken 8/10	
Education	Kolej Damansara Utama, Petaling Jaya, Selangor. (1990 - 1992) - Diploma in Hotel & Catering		
	St. Thomas Secondary School, Kuantan, Pahang. (1984 - 1989) - SRP (1987) & SPM (1989)		
	Sek. Ren. Jen. Keb.(C) Sg. Lembing, Sg. Lembing, Pahang. (1978 - 1983)		
Computer Knowledge	Microsoft Words, Excel, PowerPoint, Access, Adobe PhotoShop		
KWSP	12691388		
PERKESO	P 6897968 B		
Income Reference	SG 06593185080		

Employment Histories
(continue...)

Privilege Style Trading, Masai, Johor. (Computer Shop)

Operation Manager, since August 2009

- to ensure daily operation is run smoothly
- accountable for purchasing, account payable, account receivable, advertising & promotions, human resource management.

Galaxie One Stop Telecommunications, Skudai, Johor. (Mobile Phone)

Operation Manager, from July 2008 to July 2009

- to ensure daily operation is run smoothly
- accountable for purchasing, advertising & promotions, human resource management

Soon Huat Hardware Manufacturer Sdn Bhd, Skudai, Johor. (Hardware)

Operation Manager, from July 2006 to June 2008

- to ensure sales and collection targets are achieved consistently
- to ensure goods are delivered on schedule

Yeo Hiap Seng Trading Sdn Bhd, Shah Alam, Selangor. (FMCG)

Sales Manager, from December 2004 to June 2005

- to lead a team of sales personnel and ensure sales and collection targets are achieved consistently
- to support the Company on merchandising & promotional programmes
- to develop new areas by expanding distribution horizontally and vertically
- to plan for sales force development regularly
- to monitor distributors' performance and daily operation

Permanis Sandilands Sdn Bhd, Larkin, Johor. (FMCG)

Area Sales Manager, from April 2000 to December 2004

- to lead a team of sales personnel and ensure sales and collection targets are achieved consistently
- to support company on merchandising & promotional programmes
- to develop a new area by expanding distribution horizontally and vertically
- to support sales team in Sales Development Objectives achievement monthly
- closely monitor and maintain market share at all time

YK Products (M) Sdn Bhd, Melaka, Melaka. (Retail - 24 hours)

Operation Supervisor, from November 1996 to February 2000

- to ensure daily operation of all branches are run smoothly
- to ensure stocks are sufficient at all time
- to keep pilferage at the minimum level
- to plan for new outlets opening
- to ensure all branches are running at a profitable manner

Employment Histories
(continue...)

R.J. Reynolds Tobacco Company Sdn Bhd, Melaka, Melaka. (FMCG)

Sales Supervisor, from April 1996 to October 1996

- to support distributor in sales & incentive
- to assist distributor's sales team in merchandising and equipment placement
- to update the Company on competitors' activities
- to support the company on all promotional activities

Power Auto Supplies & Services, Cheras, Wilayah. (Machineries)

Sales Executive, from May 1993 to January 1996

- to ensure sales and collection targets are met consistently

Shangri-La Hotel, Kuala Lumpur, Wilayah. (Service)

Front Office Cashier, from August 1992 to April 1993

- to ensure all bills are charged to the rooms correctly
- to minimize check-out time
- to handle all account enquiries from the in-house guests

Referees

Mr Danny Loh KW

019 - 231 3000

Celcom Axiata Bhd

Former Colleague

Mr Lau Kwok Han

017 - 700 0166

Maxis Bhd

Former Colleague