JENNY SUBRASTAS

SALES REPRESENTATIVE

CONTACT

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EDUCATION

Computer Engineering
Eulogio "Amang" Rodriguez Institute of
Science and Technology

2022
Hardware engineering, software
engineering, software programming

Science, technology, engineering,
and Mathematics
Cabadbaran City National SHS

2021
Technical disciplines of science,
technology, engineering, and
mathematics.

SKILLS

Technical Skills
- Proficiency in multiple
  programming languages (C++)
- Knowledge of hardware and
  software engineering principles

Professional Skills
- Strong sales and customer
  service abilities
- Effective management and
  organizational skills
- Ability to handle administrative
  and clerical tasks efficiently
- Excellent communication and
  team collaboration skills
- Problem-solving and project
  management capabilities

PROFILE

Dedicated professional with a background in computer engineering,
complemented by hands-on experience in sales, management, and digital
marketing. With a solid foundation in both technical and business
domains, I bring a versatile skill set and a proactive approach to problem-
solving and project development.

WORK EXPERIENCE

Intern

Hernnhut Konstruction Solution Inc.   2022-2023

- Assisted in the development of project documentation, including
  schedules, budgets, and quality control plans.
- Gained hands-on experience in various administrative tasks, including
  data entry, scheduling, and communication with contractors and
  suppliers.

Sales Representative

Green Life AVM Advertising   2021-2022

- Achieved a 20% increase in sales within the first quarter by
  implementing strategic sales techniques and enhancing customer
  relationships.
- Consistently exceeded monthly sales targets by an average of 15%.
- Conducted market research to identify potential sales opportunities
  and stayed updated with industry trends.
- Manage customer information, and generate sales reports.

CERTIFICATIONS

- **TESDA** Computer System Servicing - NC2