

Rondon Laxamana Zaratan

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PROFILE

10 years of experience as an IT Technical with UX/UI designing skills, graphic design using (Figma, Adobe XD, Adobe photoshop, Adobe illustrator, SketchUp) Video Editing using (Final cut pro, Adobe after effects, Davinci resolve).

PERSONAL BACKGROUND

Date of Birth : July 30, 1985

Height : 5ft 4"

Nationality: Filipino

Religion: Catholic

Civil Status: Single

SKILLS

UX / UI Designing

HTML / CSS / Javascript

Video Editing / Effects / Audio

Technical diagnose Hardware/Software

Laptop/Desktop Assemble

Microsoft office application expert

WAN / LAN configuration

TOOLS

Figma

Adobe After Effects

Adobe Photoshop

Adobe XD

Final Cut pro

Davinci Resolve

Sketchup

Visual Studio Code

Microsoft office application O365

OPERATING SYSTEM

Mac OS

Windows Operating system

Android

AWARDS

STARZ ALSHAYA award

best performance within the division

Disney Employee of the month

December 2021

January 2022

WORK EXPERIENCE

Claire's Accessories

Feb 2010 - June 2021

ALSHAYA GROUP

Position: Assistant Store Manager

Job Description

- Supervise and train staff
- Review staff performance and offer constructive feedback
- Collaborate with team leads on setting and achieving team-specific goals
- Purchase inventory based on current trends, availability of new products and customer interest
- Display merchandise to maximize purchasing appeal
- Organize sales and product demonstrations
- Write sales and customer reports and make recommendations for improvements
- Interact with customers and resolve complaints or grievances

Disney Store

June 2021 - Present

ALSHAYA GROUP

Position: Assistant Store Manager

- Strong communication and interpersonal skills to effectively lead staff, help customers and work with upper management
- Great customer service skills, including patience and active listening, to ensure customers feel heard and helped
- Presentation skills and knowledge of best visual and marketing display practices
- Conflict management skills to resolve customer issues effectively and ensure efficiency on teams
- Good time management skills to set realistic deadlines and follow specific steps to reach time-sensitive objectives
- In-depth knowledge of the store's merchandise, its exact location and its prices