

# Rondon Laxamana Zaratan

✉ [rdonzink11@gmail.com](mailto:rdonzink11@gmail.com)

📍 Al muteena Dubai UAE

☎ 054-4025533

🌐 <https://rdonzink11.github.io/myportfolio>



## 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