

Quang Truong Trieu



Sales

Sales Executive with 4 experience years. As a motivated individual, I am seeking a new dynamic environment where I have chance to utilize my creativity and raise my passion, especially English is commonly used for working purpose. These are the things that my current job does not meet.

My living experience and working skills are assets that I would bring to work. My career objective is to become an outstanding staff that enables me to mature and allows for advancement.



Contact information

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Experience

**July 2013 -
- 2018**

Sales man

- Consulting and supply of building materials, metal and electrical goods to customers via email, phone or direct exchange.
- Set up meetings and convince potential customers
- Guaranteed stock for sale and demonstration.
- Report the director on the company's business activities.
- On behalf of company in many events.
- Contacting with customs to do customs clearance.
- Making the customs profile and related documents.
- Communicating and contacting with suppliers, customers about the receiving and delivering schedules.
- Negotiate contracts with customers and handle complains.
- Making and following up the import – export plan, sales plan.
- Check the Import – Export documents, calculate the tax, ship fee.

Accomplishments:

- 2015: Achieved professional certificates of customs clearance
- 2018: Excellent sales man
Increase sales 36% after 1 year
- 2019: Bonus a Singapore trip from the company



Education

**Sep 2010 -
Jul 2013**

University of economic and technical industries



Skills

CUSTOMER PERSUASION GOAL ORIENTED NEGOTIATION	8/10 7/10 7/10
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ACHIVEMENTS AND CERTIFICATES

2015

Achieved professional certificates of customs clearance
by General Department of Vietnam Customs



INTERESTS

Reading

Gym

Travelling

Meditation