Silviu Daniel Varvara

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Personal statement

I am a conscientious and highly motivated to progress individual with extensive experience in B2B Field Sales Account Manager, Real Estate, Bar Management, Customer Service and Hospitality roles. Currently finishing my BTEC HND in Business and Management, I am seeking a new position in the sales department or relevant junior management.

Well organised and efficient, who’s thorough and keen to exceed expectations.

Key Skills

* Multilingual: English; Italian; French; Romanian; Spanish.
* Internet research and social networking ability
* Excellent computer competency
* Microsoft Office, Word, PowerPoint
* Excellent communication skills, both written and verbal
* Motivated by high results
* Good interpersonal skills
* Professional and resilient
* Excellent organisational and prioritisation skills
* Experienced working with and exceeding targets
* Customer focused
* Full UK driving licence

Employment History

Trainee Letting Negotiator at London Guaranteed Rent Ltd. , East London

(August 2015)

* Advertising rooms online and on social networks
* Arranging viewings
* Negotiating offers under the direction of the Lettings Manager
* Closing room letting deals
* Selling all company services strongly and ethically
* Registering new applicants
* Applying for tenant references
* Touting and canvassing
* Dealing with customer enquiries
* Keeping records of all activity

Waiter at Hix Tramshed, Shoreditch, London

(July 2014 – July 2015)

* Meet and greet guests and seat them according to preference
* Developing recurring business by maintaining meaningful relationships with the customers
* Ensure turning times are met
* Ensure that guests have a good time at the restaurant and look immediately into any complainants they might have
* Providing an impeccable and knowledgeable waiter's service
* Advising guests with special dietary requirements or allergies
* Food and wine matching and guiding guests throughout their restaurant experience

Bartender/Barista/Waiter The Althorp Pub, Wandswarth, London

(May 2013 – June 2014)

* Preparing and serving cocktails, cold and hot drinks
* Taking food and drinks orders
* Taking reservations
* Bar and table service

Assistant Manager, The Bella Vita Restaurant, Broadway Market, London

(June 2011 – April 2013)

Trainee Letting Negotiator, Petorescu Imobiliare, Bucharest, Romania

(June 2009 – March 2010)

Field Sales Account Manager, SC CUB INTERNATIONAL SRL, Constanta, Romania

(March 2008 – June 2009)

* Managing company accounts in the two of the most popular summer resorts in Romania: Eforie Nord and Eforie Sud
* Meeting or exceeding targets whilst maintaining a great and professional relationship with all our clients
* Canvas the area for new accounts
* In charge of closing and opening accounts
* Making sure the delivery meets the company requirements
* Creating business plans for prominent clients under Area Management supervision
* Gathering market and client information
* Using company deals efficiently in order to overtake competition
* In charge of payments and invoicing
* Dealing with large amounts of money daily
* Achieving 70% increase in clients recruitment and doubling sales compared with previous year
* Company car in care
* Company phone in care
* Company stock&order pad in care

General Manager –Bar and Club Hangout, Constanta, Romania

(May 2005 – February 2008)

Education

BTEC HND in Business and Management at AA Hamilton College London

(September 2013 – Present)

High School Technical Energy (Specialization: Technician electronics Romania)

(1997-2001)

Hospitality and catering certificate

(06.11.2006 – 01.02.2007)

References

References are available upon request.