

CURRICULUM VITAE

PERSONAL INFORMATION

Name : Brian Njenga Ngei
Gender : Male
Nationality : Kenyan
Religion : Christian
Marital status : Single
Tel : +254798733556
Language : English, Kiswahili

CAREER OBJECTIVE

A highly motivated and results-driven sales professional with a proven track record in meeting and exceeding sales targets. Skilled in building strong customer relationships, delivering excellent customer service, and closing sales deals. Looking for a sales position where I can utilize my skills to contribute to the success of the company.

EDUCATION BACKGROUND

2013- 2016 NKUENE BOYS HIGH SCHOOL
Kenya Certificate of Secondary Education

2001- 2009 MUTETHIA PRIMARY SCHOOL
Kenya Certificate of Primary Education

WORKING EXPERIENCE

Amaco Retail Company, Nairobi / June 2022 – Present

- *Successfully achieved monthly sales targets by selling products to both new and existing customers.*
- *Built and maintained long-term relationships with clients, resulting in a 20% increase in repeat business.*
- *Delivered product presentations and demonstrations to customers, highlighting key features and benefits.*
- *Assisted in identifying potential leads through market research and referrals.*
- *Provided exceptional after-sales support to ensure customer satisfaction*

KEYS SKILLS AND COMPETENCES

Company Representation

- Adhere to company policies and procedures
- Represent organization in an ethical and professional manner
- Maintain a complete knowledge of organizational structure, personnel names and titles
- Remain calm under pressure

Communication skills

- Write well using correct grammar and spelling
- Communicate verbally with confidence and clarity
- Ask effective questions

Computer Skills

- MS Word
- Outlook
- Excel
- Internet/Intranet
- Accurate and fast typing skills

Work Management

- Set priorities, plan and organize task
- Find and use resources effectively
- Pay attention to detail

HOBBIES

- Networking
- Music
- Playing football
- Skating
- Swimming

REFEREES

MR JAMES NJUGUNA MACHARIA

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