

Amparado, Ronald B

Brgy. Marinig Cabuyao, Laguna, Philippines

Cel. # 09911213660

Email Add.: ronald_banquilay@yahoo.com.ph

**Objectives:**

- I want to be part of the company to share my skills, my knowledge, and to contribute in achieving goals of the company.
- I want to have a stable job that can help me fulfill my dreams in life.

Summary:

- I have a total of 20yrs work experiences at the moment; 2years in teaching career, 9 years in warehousing management and 9 years in Sales jobs. Which I think those experiences can help the company where I am applying for.
- I can speak and write Spanish language with A2 level.

Professional history:

- **Sales Closing Officer – Raemulan Lands Inc**
- December 2023 to Present
 - Offer mid high-end properties to investors.
 - Set an appointment for house tripping
 - Assist property consultant for their tripping and reservation.
 - Monitors clients account to avoid account cancellation.
 - Do planning for the whole month activities
- **Customer Service Representative – Ubiquity Global Services Inc.**
- February 27, 2023 to November 17, 2023
 - Received inbound calls.
 - Update CRM if needed.
 - Assist customers from United States of America for their concern.
 - Addressed customer's request (like ordering new card, setting up the PW, etc.)
 - Do and handles calls minimum of 50 inbound calls.
 - Handles irate clients.
 - Others task may be assigned by TL.
- **Outbound Sales Representative – Corporate Development Group (Freelancer)**
- August 2022 to January 2023
 - Do cold calling to all leads from CONVOSO system.
 - Offers funding program to all small and middle size companies in the US.
 - Monitors transferred account from opening to funding.
 - Do and handles calls minimum of 200 and above every day to achieve required calls.
 - Handles rebuttals or objection of the clients.
 - Monitors accounts for callback to offer funding on their business.
 - Others
- **Division Manager, Granwood Sales and Marketing Corporation (Freelancer)**
- January 2022 to August 15,2022
 - Managing and facilitating agents at all times.
 - Monitors clients account to avoid account cancellation.
 - Assist agents and clients during tripping.
 - Do planning for the whole month activities
 - Selling of House and Lot which is the St. Joseph Village's under project of P.A. Alvarez Developer.

- **Area Sales Representatives, JAC Lube Resources**
- October 2020 to December 2021
 - Open new accounts
 - Address clients concern
 - Monitor and collect all collectibles from client.
 - Manage the territory
 - Do monthly planning to achieve sales target.
 - Prepare weekly itinerary.

- **Business Associate, Wuerth Philippines Inc.**
- November 2018 to September 2020
 - Maintain Existing Account
 - Open new accounts
 - Revive an account
 - Address clients concern
 - Monitor and collect all collectibles from clients.
 - Manage the territory
 - Do monthly planning to achieve sales target.
 - Prepare daily and weekly itinerary

- **Sales and marketing executive, Rovema Asia Pacific Corporation**
- February 2018 to September 2018
 - Identifies slow- and fast-moving products and /or service.
 - Maintain database of clients and their needs.
 - Maintains and develop client network.
 - Conduct clients visit.
 - Undergoes training for new and old products and services.
 - Reports to the highest-ranking executive on updates involving the corp.
 - Updates the highest-ranking executive on target achievement
 - Presents products and services to potential and existing clients
 - Conduct product and services presentation.
 - Recommends quotations for approval.
 - Seek and cultivates new client's relationship.
 - Perform activities to boost sales.
 - Identifies markets and seeks methods to develop them.
 - Perform other task as approved and supervise by the management.
 - Others

- **Area Sales representatives, RELAG Legacy Corporation**
- January 2015 to January 2018
 - Find New Business Partners.
 - Keep existing Business Partners.
 - Handle Clients complaint.
 - Monitor clients and keep in touch.
 - Generate more sales to achieved sales target.
 - Others (depends on boss urgent request)

- **Operation's head, Resource One Corporation**
- August 2011 to December 2014
 - Responsible for daily warehouse activity. Oversee warehouse activities.
 - Assigned delivery personnel to any point of Philippines.
 - Monitoring deliveries on daily transaction
 - Do Replenishment for repacking activity of warehouse personnel.
 - Monitor's incoming and outgoing transaction.
 - Coordinating with broker, for booking purposes of shipment.
 - Handling customer's complaint and Non-conformance report.

- Liaises to other branch of company issues.
 - Managing inventory, correct / accurate records vs. actual.
 - Other; Safety and security of warehouse; other reports being ask by boss.
 - Others
- **Warehouse staff, Toyota Tsushu Philippines Corporation**
 - April 10, 2007 to July 2011
 - To pick products based from purchase order at the pick rack location.
 - To locate the products to their own location in proper order.
 - Prepare and process documents for import and export transaction at PEZA office.
 - Preparing /reporting for (Stock Inventory, Monthly PEZA report, Quarterly report.)
 - Monitors daily activity manpower for electronic parts business.
 - Others
 - **Elementary Teacher, Saint Vincent Clare School**
 - June 2004 to March 2007
 - Teaching the grade 1 to 3 pupils for the subject of Science, Mathematics, Sibika at Kultura, and Computer.
 - A classroom teacher

Educational history:

- **Baao Community College**
Bachelor of Secondary in Education major in Gen. Science
April 4, 2004

Training / seminars attended:

- **General Virtual Assistant Training**
YOKLY
September 11, 2023 to September 22, 2023.
- **Basic Call Center and English as a Second Language Training**
Clairvoyance Academy
November 29, 2022 to December 9, 2022.
- **Beginners Entrepreneurial & Salesmanship Training (BEST)**
PAAPDC Recruitment & Training Office
Brgy. Población, San Pedro Laguna
March 19-23, 2007
- **Effective Teaching Strategies with the Integration of ICT**
St. Michael College of Laguna
Biñan, Laguna
December 10, 2005
- **Responding to Problematic Behavior**
Center of Early Childhood and Development Inc.
Biñan, Laguna
April 16, 2005
- **Leadership Seminar**
Baao High School Library
Baao Camarines Sur
March 18, 2004
- **Enter Disciplinary Learning Approach (ILA)**
Baao High School Library
Baao Camarines Sur
September 15- 17, 2003

Skills and abilities:

- Communication skills
- Adoptability
- Teamwork
- Responsible
- Hard worker
- Patience
- Honest
- Attention to details
- Note taking
- Can drive car
- Can speak, write and understand Spanish language
- Computer literate
- Marketing campaign management

I hereby certify that the above information is true and correct true the best of my knowledge.
Thank you!!!

Mr. Amparado, Ronald B.
Applicant